ADAMS COUNTY, NEBRASKA

LOCAL EMERGENCY OPERATIONS PLAN AND SUGGESTED SUB-DIVISION OPERATIONAL PROCEDURES

This plan has been adopted by the Adams County Board of Supervisors and the following political sub-divisions: Village of Ayr, Village of Holstein, Village of Juniata, Village of Kenesaw, Village of Prosser, Village of Roseland, Village of Trumbull, and the City of Hastings. Individual sub-divisions have suggested sub-division Standard Operational Procedures that are designed to address individual needs of respective sub-divisions. The processes outlined in individual SOPs follow the policy and procedure of the Adams County Local Emergency Operations Plan (LEOP), which is considered the "master" document. Law governing activities of Emergency Management activities is found in the State of Nebraska Statutes and the Adams County Resolution relative to Emergency Management. Individual sub-division authority is found within inter-local agreements by those sub-divisions through the Adams County Emergency Management Agency.

Loren H. Uden
Adams County Emergency Management Director

Date: August 19 2003

This Plan complies with Title VI of the Civil Rights Acts of 1964 (P.L. 88-352) in that it was developed and actions described will be carried out without discrimination against anyone due to color, race, national origin, religion, sex, age, or handicap.

This Plan meets the requirements of the Superfund Amendment and Reauthorization Act of 1986 (SARA), also known as the Emergency Planning and Community Right-to-Know Act (EPCRA)

Prepared By
Adams County Emergency Management Agency
With the assistance of
Nebraska Emergency Management Agency, Lincoln, Nebraska

RECORD OF CHANGES

CHANGE NUMBER	DATE OF CHANGE	DATE ENTERED	CHANGE MADE BY (SIGNATURE)
			,

ADAMS COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

This Adams County Emergency Operations Plan establishes the policies, plans, guidelines and procedures that will allow all our emergency resources to function effectively, as a team, when disaster strikes. In content and in format, the Plan is consistent with the current nationwide concept embodied in the Integrated Emergency Management System (IEMS) in that the Plan provides for performing specific functions across the full spectrum of hazards. Most tasks and capabilities apply across a broad range of hazards. By treating them in that manner we show an integrated approach to disaster management. Unique aspects of certain hazards are addressed separately, where necessary. Therefore, this is truly a multi-hazard functional plan.

The Plan is organized in a manner that enhances this functional approach by incorporating the following components:

- <u>Basic Plan:</u> serves as an overview of Adams County's approach to emergency management, assigns responsibilities, and defines broad policies, plans, and procedures.
- 2. <u>Annexes:</u> twelve functional Annexes that address the task areas deemed critical to emergency response and recovery.
- 3. <u>Appendices:</u> these sections support various Annexes and generally address unique hazard specific requirements or actions.
- 4. <u>Tabs:</u> where necessary, procedures or guidelines for carrying out specific tasks defined in Annexes or Appendices are contained in Tabs.
- 5. <u>Attachments:</u> Other supporting information is attached where needed (maps, lists, checklists, etc.).

RESOLUTION 03-08-19.3

WHEREAS, the Board of Supervisors of Adams County, Nebraska, pursuant to Nebraska Statute, is vested with the authority of administering the affairs of Adams County, Nebraska; and

WHEREAS, it has been determined that a Adams County Local Emergency Operations Plan has been developed in order to provide for a coordinated response to a disaster or emergency in Adams County, the City of Hastings and other cities and villages in Adams County; and

WHEREAS, the Board of Supervisors of Adams County, deems it advisable and in the best interest of Adams County to approve said Local Emergency Operations Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Adams County,

Nebraska, that the Adams County Local Emergency Operations Plan be, and
hereby is, approved.

PASSED AND APPROVED THIS 19 DAY OF 19 DAY OF 19 2003.

Board of County Supervisors,

Adams County, Nebraska

A-2011

ATTEST:

County Clerk

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Chan F.

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City of Hastings

Hastings City Council Member	offers the following resolution and
moves its adoption, seconded by City Co	uncil Member:
RESOLVE: That in order to provide for a	a coordinated response to a disaster or emergency in
Adams County, the City of	Hastings as a part of the inter-local agreement for
Emergency Management se	ervices in Adams County, the Hastings City Council
deems it advisable and in the	e best interests of the community and Adams County
to approve the attached Ad	ams County Local Emergency Operations Plan and
associated City of Hastings S	Suggested Operational Procedures.
PASSED AND APPROVED THIS D	,
	Mayor, City of Hastings
ATTEST:	
City Clerk	-

Village of Ayr

Ayr Boa	rd Member
offers the	e following resolution and moves its adoption, seconded by Board Member .
	:
RESOLVE	E: That in order to provide for a coordinated response to a disaster or emergency in
	Adams County, the Village of Ayr as a part of the inter-local agreement for
	Emergency Management services in Adams County, the Ayr Village Board deems
	it advisable and in the best interests of the community and Adams County to
	approve the attached Adams County Local Emergency Operations Plan and
	associated Village of Ayr Suggested Operational Procedures.
PASSED	AND APPROVED THIS DAY OF, 2003
	Board Chair, Village of Ayr
ATTEST:	
Village Cl	erk

Village of Holstein

Hol	stein Board	Member								offers
the	following	resolution	and	moves	its	adoption,	seconded	by	Board	Member
						:				
RES	SOLVE: The	at in order to	provio	de for a	coord	linated resp	onse to a di	saste	r or eme	ergency in
	Ada	ams County	, the V	illage of	Hols	tein as a p	art of the in	ter-lo	cal agre	ement for
	Em	ergency Ma	nagem	ent serv	vices	in Adams	County, the	Hols	tein Villa	ige Board
	dee	ems it advisa	able an	d in the	best	interests of	the commu	nity a	nd Adan	ns County
	to a	approve the	attach	ned Ada	ms C	ounty Loca	l Emergenc	у Ор	erations	Plan and
	ass	ociated Villa	ige of H	Holstein	Sugg	ested Opera	ational Proce	edure	s.	
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						Боаг	d Chair, Villa	ige oi	поіѕіен	1
ΔΤΊ	EST:									
, , , ,	2011									
Villa	age Clerk									

Village of Juniata

Juniat	а Во	ard Memb	er						-		
offers	the		resolution				-	seconded	by	Board	Member
							;				
RESC	LVE:	That in o	rder to prov	ide fo	r a coor	dina	ted respon	se to a disa	aster	or eme	rgency in
		Adams C	county, the	Villag	e of Jur	niata	as a part	of the inte	r-loc	al agre	ement for
		Emergen	cy Manage	ment	services	s in	Adams Co	ounty, the	Junia	ta Villa	ge Board
		deems it	advisable a	nd in	the best	t inte	erests of the	e communit	ty an	d Adam	ns County
		to approv	e the attac	hed i	Adams (Cour	nty Local E	mergency	Ope	rations	Plan and
		associate	d Village of	Junia	ıta Sugg	este	d Operation	nal Procedu	ıres.		
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							Board C	Chair, Villag	e of .	Juniata	
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ATTE	S1:										
Village											
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Village of Kenesaw

Kenes	saw	Board	Me	ember _								
offers	the	follow	ing	resolutio	n and	moves	its	adoption,	seconded	by	Board	Member
								:				
RESC	LVE	: That i	n or	der to pro	vide f	or a cooi	rdina	ted respon	se to a disa	aster	or eme	ergency in
		Adam	s C	ounty, the	Villag	e of Ker	nesa	w as a par	t of the inte	r-loc	al agre	ement for
		Emerg	geno	y Manag	ement	services	s in A	Adams Cou	unty, the Ke	enes	aw Villa	ge Board
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		assoc	iate	d Village o	of Kene	esaw Su	gges	ted Operat	ional Proce	dure	S.	
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								Board C	Chair, Villag	e of I	Kenesa	W
ATTE:	ST:											
Village	e Cle	rk										

Village of Prosser

Adams County, the Village of Prosser as a part of the inter-local agreement for Emergency Management services in Adams County, the Prosser Village Board deems it advisable and in the best interests of the community and Adams County	Prosser	В	oard Me	ember								
RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Adams County, the Village of Prosser as a part of the inter-local agreement for Emergency Management services in Adams County, the Prosser Village Board deems it advisable and in the best interests of the community and Adams County to approve the attached Adams County Local Emergency Operations Plan and associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:	offers 1	the						-	seconded	by	Board	Member
Adams County, the Village of Prosser as a part of the inter-local agreement for Emergency Management services in Adams County, the Prosser Village Board deems it advisable and in the best interests of the community and Adams County to approve the attached Adams County Local Emergency Operations Plan and associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:								:				
Emergency Management services in Adams County, the Prosser Village Board deems it advisable and in the best interests of the community and Adams County to approve the attached Adams County Local Emergency Operations Plan and associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:	RESOL	VE:	That in o	rder to prov	ide fo	r a coor	dina	ted respon	se to a disa	ster	or eme	rgency in
deems it advisable and in the best interests of the community and Adams County to approve the attached Adams County Local Emergency Operations Plan and associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:			Adams C	county, the	Villag	e of Pro	sse	as a part	of the inte	r-loc	al agree	ement for
to approve the attached Adams County Local Emergency Operations Plan and associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:			Emergen	cy Managei	ment	services	in	Adams Co	unty, the P	ross	er Villa	ge Board
associated Village of Prosser Suggested Operational Procedures. PASSED AND APPROVED THIS DAY OF, 2003. Board Chair, Village of Prosser ATTEST:			deems it	advisable a	nd in	the best	inte	erests of the	e communit	y an	d Adam	s County
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Board Chair, Village of Prosser ATTEST:			associate	d Village of	Pross	ser Sugg	este	ed Operatio	nal Procedu	ıres.		
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								Board C	Chair, Village	e of I	Prosser	
	ATTES ⁻	Т:										
Village Clerk												
Village Clerk												
	Village (Cler	k									

Village of Roseland

Ros	eland Boar	d Member _								offers
the	following	resolution	and	moves	its	adoption,	seconded	by	Board	Member
						:				
RES	SOLVE: The	at in order to	provi	de for a	coord	linated resp	onse to a di	saste	er or eme	ergency in
	Ad	ams County	, the V	illage of	Rose	eland as a p	part of the in	iter-lo	cal agre	ement for
	Em	nergency ma	nagen	nent serv	vices	in Adams C	County, the F	Rosel	and Villa	ige Board
	de	ems it advisa	able ar	nd in the	best	interests of	the commu	nity a	nd Adan	ns County
	to	approve the	attacl	ned Ada	ms C	ounty Loca	l Emergenc	у Ор	erations	Plan and
	ass	sociated Villa	age of I	Roseland	d Sug	gested Ope	rational Prod	cedur	es.	
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						Boar	d Chair, Villa	ige of	f Roselar	nd
ATT	EST:									
Villa	ige Clerk									

Village of Trumbull

Trumbull	Board Me	ember							
offers the			and move			seconded	by	Board	Member
RESOLVE	Adams C Emergend deems it	ounty, the 'cy Manager advisable a	ide for a cod Village of Tr ment service nd in the be	umbu s in a	II as a part Adams Cou erests of the	of the inte unty, the Tr e communit	er-loc rumb ty an	al agre ull Villa d Adam	ement for ge Board ns County
	• •		Trumbull Su		•		•		rian and
PASSED A	ND APPRO	OVED THIS	DAY	OF	,	2003.			
					Board C	Chair, Village	e of ⁻	Trumbu	
ATTEST:									
Village Cle	rk								

SIGNATURE ADOPTION PAGE

The following sub-divisions have signed and passed either resolutions or ordinances enacting the policies and general provisions of the Adams County local Emergency operations Plan. Those resolutions are on file with respective County/City/Village Clerks with a copy kept at the Adams County Emergency Management Office.

Each sub-division taking part in the policies and procedures of the Adams County Local Emergency operations Plan may elect to establish Sub-division Standard Operational Guidelines. These guidelines have to be reviewed by the Adams County Emergency Management Director for the purpose to insure consistency with the Local Emergency Operations Plan. The purpose of these Standard Operational Guidelines is to allow for each sub-division to make operational assignments in a manner that best fits their sub-division. A copy of these guidelines are in respective sub-division Clerk's Records and at the Adams County Emergency management office. Other copies may be distributed as the sub-division deems necessary.

Roseland	Signature	Number	Date
Holstein	Signature	Number	Date
Ayr	Signature	Number	Date
Kenesaw	Signature	Number	Date
Prosser	Signature	Number	Date
Juniata	Signature	Number	Date
Trumbull	Signature	Number	Date
City of Hastings	Signature	Number	Date
Adams County	Signature	Number	Date
Hastings Rural Fire Department	 Signature	 Number	Date

SIGNATURE PAGE

We, the undersigned, have reviewed the Adams County Local Emergency Operations Plan (LEOP). We accept the responsibilities pertaining to our organization as defined in the Plan. We furthermore, accept individual community Standard Operational Guidelines and will respond as required in the event of an emergency or disaster.

Lawrence Fire Department	Date	
Glenvil Fire Department	Date	
Blue Hill Fire Department	Date	
Trumbull Fire Department		
Juniata Fire Department	Date	
Roseland Fire Department	Date	
Holstein Fire Department	Date	
Mary Lanning Hospital	Date	
Nebraska Health & Human Services-Hastings	Date	
Salvation Army	Date	
Mid Rivers Chapter American Red Cross	Date	
Hastings Catholic Social Services	Date	
Hastings Public Schools	 Date	

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GLOSSARY OF TERMS AND ACRONYMS

<u>Business Band Radio:</u> Any commercial radio communications not otherwise specifically stated.

<u>CEC - Community Emergency Coordinator:</u> The single point of contact under SARA Title III for the community who makes determinations necessary to implement the plan.

<u>CERCLA:</u> Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (PL 96-510)

<u>CHEMTREC - (1-800-424-9300) Chemical Transportation Emergency Center:</u> Located in Washington, D.C., this facility, sponsored by the chemical industry, provides 24-hour assistance in dealing with chemical transportation emergencies.

<u>Civil Defense Emergency:</u> An emergency declared by the President of the United States or Congress pursuant to applicable federal law finding that an attack upon the United States has occurred or is anticipated and that national safety requires the invocation of the emergency authority provided for by federal law.

<u>County Emergency Board (CEB)</u>: A group comprised of representatives from three USDA agencies, Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), Cooperative Extension Service (CES).

<u>Decontamination:</u> The reduction or removal of contaminating radioactive, biological or chemical material from a structure, area, object, or person.

DEQ: Nebraska Department of Environmental Quality

<u>Disaster - (Reference 81-829.39[3])</u>: Occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made cause, including, but not limited to fire, flood, earthquake, wind, storm, chemical spill, or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, riot, civil disturbance, or hostile military or para-military action.

<u>DRC - Disaster Recovery Center:</u> A location established in a disaster area which houses all federal, state, and local agencies that deal directly with the needs of the individual survivor. DRC's are established only after a Presidential Declaration. Teleregistration will be available.

<u>EAS - Emergency Alert System:</u> The Emergency Alert System is composed of AM, FM and TV broadcast stations and non-government industry entities operating on a voluntary, organized basis during emergencies at the national, state, or operational levels.

<u>Emergency:</u> Any unplanned event that interrupts the daily function of the jurisdiction and requires an emergency response.

<u>Emergency Worker:</u> A person or persons who are primarily responsible for carrying out emergency functions. Emergency functions include radiological monitoring, firefighting services, law enforcement, medical and health services, rescue activities, area security, communications, evacuation measures, social services, and other related functions assigned by competent authority to protect the health, safety, and property of the general populace. Reference: RRS 81-829.55

EMS - Emergency Medical Services

<u>EMT - Emergency Medical Technician:</u> An individual who has completed the required training and is licensed by the State of Nebraska to perform emergency basic life support functions.

<u>Emergency Protective Actions</u>: Measures taken prior to or after a release of hazardous materials to prevent or minimize exposures to persons in the threatened area. Examples of emergency protective actions as discussed in this plan are area access control, evacuation, inhouse shelter, decontamination, and respiratory protection.

<u>EOC - Emergency Operation Center:</u> A facility from which local government officials exercise direction and control in an emergency or disaster.

<u>EOC Staff:</u> Members of the emergency management organization tasked to operate the Emergency Operation Center during disasters.

EPA: Environmental Protection Agency (Federal Agency)

<u>EPI - Emergency Public Information:</u> Information concerning individual actions, which will be made available to affected residents, transients, and evacuees in an emergency to ensure their safety and well-being.

<u>Executive Group:</u> Consists of the Chief Executives (Mayor, County Board Chairman, etc.) of the affected jurisdictions and/or their deputies.

<u>Exercise</u>: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties; and demonstrate operational capability.

<u>FCO - Federal Coordinating Officer:</u> The person appointed by the Associate Director, Federal Emergency Management Agency, who operates under the Regional Director, FEMA, to coordinate federal assistance in a major disaster.

<u>FEC - Facilities Emergency Coordinator:</u> The single point of contact under SARA Title III for a facility that reports extremely hazardous substances. This person will coordinate all activities of the facility in the event of a spill or release.

<u>Federal Agency Disaster Designation:</u> Certain federal agencies have programs under their own authorities, which allow them to provide assistance without a Presidential Declaration.

<u>Federal Response Plan (FRP)</u>: The Federal plan developed under Public Law 93-288 (Stafford Act) in order to facilitate the delivery of all types of Federal Response Assistance to States to help them deal with the consequence of significant disasters. Any response provided will supplement state and local response efforts. Requests for Federal assistance will be made by the <u>State</u> after an assessment of state and local ability to respond to the specific disaster.

<u>FEMA - Federal Emergency Management Agency:</u> The federal agency charged with development of an Integrated Emergency Management System and with supporting Emergency Management and Disaster Assistance efforts at all levels of government.

FSA: Farm Service Agency

Governor's Emergency Fund: A fund established by state law that may be expended, upon direction of the Governor, for any State of Emergency to supplement local efforts to maintain and/or promptly restore essential public facilities or services when threatened or damaged as a result of a natural disaster.

<u>Governor's Proclamation - State of Emergency:</u> The Governor has found that a disaster has occurred or that the occurrence or threat thereof is imminent within the state or any part thereof, and he has activated the disaster response and recovery aspects of state, local, and interjurisdictional plans for the purpose of aiding the affected individuals and local governments.

<u>Hazard Analysis:</u> The process of identifying the potential hazards that could affect the jurisdiction and determine the probable impact each of these hazards could have on people and property.

<u>Hazard Area:</u> A specified area directly affected by a disaster, or with high probability of being affected by specific hazards.

<u>Hazard Mitigation</u>: Measures which will eliminate or reduce the potential for damage to an area or facility from the effects of an emergency or disaster.

<u>HazMat - Hazardous Materials:</u> Substances, which if released in an uncontrolled manner (i.e., spilled), can be harmful to people, animals, property, and/or the environment.

<u>ICS/IMS - Incident Command System/Incident Management System:</u> The combination of facilities, equipment, personnel, procedures, and communications necessary to manage resources at the scene of an incident.

ICU: Intensive Care Unit

<u>In-Place Shelter:</u> Protective shelter action directed in the event of a short-term or low-level radioactive or toxic material release where evacuation actions could not be rapid enough to protect the affected population from an approaching hazard. Taking in-place shelter means

staying indoors, closing all windows and openings to the outside air, and turning off all air conditioners or fans vented to the outside.

<u>Ingestion Exposure Pathway EPZ (Nuclear Power Plants Incidents)</u>: An Emergency Planning Zone which refers to exposure primarily from ingestion of water or foods such as milk and fresh vegetables that have been contaminated with radiation. The duration of primary exposure could range from hours to months.

<u>Key Personnel:</u> Those officials of local government and other agencies and organizations who have primary functional responsibilities under this plan.

<u>Local Emergency Planning Committee (LEPC):</u> A local committee appointed by the State Emergency Response Commission (SERC) responsible for emergency planning and community right to know under SARA Title III.

<u>MCI - Mass Casualty Incident:</u> An incident, emergency, or disaster which generates sufficient casualties where:

- A. The number of patients and the nature of their injuries make the normal level of stabilization and care unachievable, or
- B. The number of Emergency Medical Technicians and ambulances that can be brought to the field within the time allowed is not enough, or
- C. The stabilization capabilities of the hospital are insufficient to handle all the patients.

(MRC/JIC)Media Release Center/Joint Information Center: Locally designated location for release of information to the general media for dissemination to the public.

MSDS: Material Safety Data Sheet

<u>Mutual-Aid Agreements:</u> Arrangements between organizations, either public or private, for reciprocal aid and assistance in case of emergency or disaster too great to be dealt with unassisted or when local resources are inadequate or exhausted.

<u>NAWAS - National Warning System:</u> A system of special telephone lines linking Nebraska with federal authorities in other states. A sub-network portion of the system, the State NAWAS Circuit, ties together state and local warning points as well as the National Weather Service, Nebraska State Patrol Stations, and nuclear power plants.

NCP - National Contingency Plan: Prepared by EPA to put into effect the response powers and responsibilities created by CERCLA.

NRT: National Response Team. (Consists of representatives of government agencies as the principal organization for implementing the NCP.)

<u>Nuclear Incident:</u> An occurrence in which nuclear materials with consequent nuclear radiation are uncontrollably released from containment. Synonymous with the terms "radiation spill" and "nuclear accident".

OSC - On Scene Coordinator: Federal official who directs Federal response under NCP.

OSHA: Occupational Safety and Health Administration (Federal Agency).

<u>Presidential Emergency Declaration:</u> Under PL 93-288, as amended by PL 100-707 this is issued when the President has decided that a catastrophe, in any part of the United States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the federal government.

<u>Presidential Major Disaster Declaration:</u> Is issued when in the determination of the President, a catastrophe causes damage of sufficient severity and magnitude to warrant federal assistance under PL 93-288, as amended by PL 100-707, or subsequent legislation, above and beyond emergency services provided by the federal government to supplement the efforts and available resources of states, local governments, and other relief organizations in alleviating the damage, loss, hardship, or suffering as a result of the catastrophe.

<u>Protective Shelter:</u> Any shelter with the capability to protect individuals, animals, or equipment from the effects of hazards such as tornadoes, blast, fire, initial radiation, and fallout.

<u>Radiological Emergency:</u> A radiological incident/accident that requires immediate action to save lives, to protect public health, to preserve property, or to reduce or avoid an increase in the threat resulting from the incident/accident.

<u>Radiological Monitoring:</u> The use of detection equipment to determine the levels of radiation or the presence and concentration of radioactive contamination to include the planning and data collection necessary to the task.

<u>Radiological Protection:</u> The organized effort, through warning, detection, and preventive or remedial measures, to minimize the effect of nuclear radiation on people and resources.

<u>REM - Radiation Equivalent in Man:</u> A measure of the overall effectiveness of a radiation dose at causing a risk of cancer.

<u>RRT - Regional Response Team:</u> representatives of Federal agencies and a representative from each state in the Federal region. During a response to a major hazardous materials incident involving transportation or a fixed facility, the OSC may request that the RRT be convened to provide advice or recommendations.

<u>Rumor Control</u>: A location where information requests from the public can be handled. Special Disaster Information telephone numbers may be published.

<u>SARA:</u> Superfund Amendments and Reauthorization Act of 1986. Contains Title III provisions for Hazardous Materials Emergency Planning and Community Right-to-Know.

<u>SERC - State Emergency Response Commission:</u> A commission, appointed by the governor to oversee LEPCs.

<u>State Coordinating Officer (SCO):</u> The person named by the Governor in the Federal-State Agreement to execute on behalf of the State all necessary documents for disaster assistance following the declaration of an emergency or major disaster, including certification of applications for public assistance.

<u>State Radiation Team/Radiological Monitoring Team:</u> Response team dispatched to the site of a radiological incident/accident by the Nebraska Health and Human Services System. This team(s) may be augmented by emergency management radiological monitoring resources, including aerial monitoring. At the scene, all radiation control activities are coordinated by the Health and Human Services System, which also furnishes technical guidance and other services to local governments.

<u>Superfund:</u> The trust fund established under CERCLA to provide money the OSC can use during a clean-up.

<u>Title III:</u> The "Emergency Planning and Community Right-to-Know" portion of SARA. Specifies requirements for minimum plan content, for fixed facility owners to inform officials about extremely hazardous substances present at the facilities and for making information about extremely hazardous substances available to citizens.

<u>Traffic Control Points:</u> Places along evacuation routes that are either manned by law enforcement personnel or volunteers, or marked with barricades to direct and control movement to and from the area being evacuated.

<u>Triage:</u> A system of assigning priorities of medical treatment to the injured and/or ill on the basis of urgency, chance of survival, etc.

<u>USDA</u>: United States Department of Agriculture

EMERGENCY OPERATIONS PLAN

I. <u>PURPOSE</u>

This Plan predetermines, to the extent possible, actions to be taken by responsible elements of the governments of Adams County and its cities and villages, and by cooperating private organizations to:

- A. Prevent avoidable disasters.
- B. Reduce the vulnerability of Adams County residents to any disasters that may strike,
- C. Establish capabilities for protecting citizens from the effects of disasters,
- D. Respond effectively to the actual occurrence of disasters,
- E. Provide for the recovery in the aftermath of any emergency involving extensive damage or other detrimental effect on normal life within the community.

II. <u>AUTHORITY</u>

Authority for this Plan is contained in:

- A. Public Law 81-920 (Federal Emergency Management Act of 1950) as amended;
- B. Public Law 93-288 (Disaster Relief Act of 1974) as amended by PL 100-707;
- C. Public Law 99-499 (Superfund Amendments and Reauthorization Act of 1986) as amended:
- D. 44 CFR, Part 302, Emergency Management: State and Local Emergency Management Assistance (EMA), June 1985, as amended;
- E. RRS Sections 81-829.36 to 81-829.74 Nebraska Emergency Management Act of 1996, as amended;
- F. Joint City of Hastings and Adams County Resolution, dated July 1, 2001, establishing the Inter-local Agreement for Emergency Management.;
- G. Villages of Juniata, Prosser, Roseland, Holstein, Kenesaw, Ayr and Trumbull resolutions establishing the Adams County Incorporated Villages emergency Management Agency. The last village to sign is dated March 12, 2002.

III. SITUATION

- A. Adams County, with a residential population of approximately 31,151 persons, (2000 Census) is vulnerable to many hazards, all of which have the potential to disrupt the community, create damage, and cause injury or death to its citizens. The Adams County Emergency Management Agency has identified hazards, which could have an effect on the population, or public and private property. The most severe of these hazards are thunderstorms, high winds, tornadoes, hazardous materials storage sites and spills, winter storms, ice storms and railway accidents.
- B. Adams County and its various incorporated jurisdictions have significant emergency response resources and capabilities. Two law enforcement agencies. departments/ responders. FMS-10 fire **EMS** first stabilization/transport departments and one hospital provide emergency services on a day-to-day basis. During and after disaster, effective use of these emergency resources and other governmental and private response and recovery capabilities will minimize the effects of disaster on people and property.

IV. ASSUMPTIONS AND PLANNING FACTORS

- A. Outside assistance would be available in most major disaster situations affecting Adams County. However, even though this Plan will define procedures for coordinating such assistance, it is essential for Adams County to be prepared to carry out disaster response and short-term recovery actions on an independent basis.
- B. It is possible for a major disaster to occur at any time, and at any place, in the county. In some cases, dissemination of warning and increased preparedness measures may be possible. However, many disaster events can, and will, occur with little or no warning.
- C. Proper implementation of this Plan will reduce or prevent the loss of life and damage to property. Officials within Adams County are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this Plan and will fulfill those responsibilities as needed.

V. ORGANIZATION/RESPONSIBILITIES

A. The primary responsibility for the safety and welfare of the residents of Adams County and its communities rests with the respective governments. To fulfill this responsibility, the various local governments must individually, and where possible, jointly implement plans to ensure proper emergency actions are taken in a timely manner and provide care and support for those citizens affected.

B. Local Government Structure

- The affairs of Adams County are managed by a seven (7) member Board of Supervisors. Their authority extends to all unincorporated areas of the county.
- Hastings is a first class city and functions under the Mayor/Council system.
 The City Council consists of a Council President and eight (8) Council Members. Day-to-day affairs of the city are under the direction of a City Administrator.
- Ayr, Holstein, Juniata, Kenesaw, Prosser, Roseland and Trumbull are villages under the direction of Village Boards with a Board Chairperson and elected Board Members.

C. Emergency Management

- 1. Adams County Emergency Management Agency: the Adams County Emergency Management Director, appointed jointly by the Adams County Board of Supervisors and the Hastings City Council, will act as a disaster operations advisor to the Board and the City Council. In that capacity, and as directed by the County Board, the Emergency Management Director will assist and support villages in the county in emergency response activities within those communities. Emergency operations will be conducted by local forces, supplemented as necessary by trained auxiliaries and manpower and resources available from neighboring jurisdictions or the State. In general, the Emergency Management Director:
 - a. Serves as the emergency preparedness and response advisor to the Adams County Board of Supervisors and the Mayor and City Council of Hastings.
 - b. Directs and controls the Adams County Emergency Management Agency. In that capacity, supports disaster preparedness and response activities in all other jurisdictions in the county.
 - c. Develops plans, prepares guidance, and coordinates actions to accomplish an effective emergency operating capability.
 - d. Promulgates a program promoting a general public awareness of Emergency Management.
 - e. Implements procedures to obtain state/federal government programs of financial and resource assistance.
 - f. Establishes programs to protect lives, protect property, and sustain survivors in the event of disaster.

3. <u>Village Emergency Management:</u> Currently, Ayr, Holstein, Roseland, Juniata, Kenesaw, Prosser and Trumbull have appointed Emergency Management Directors who serve and advise executives on emergency management matters. This function, in relation to their communities, will be the same as listed above for the Adams County Emergency Management Director.

D. State Agencies

This Plan primarily addresses local authority in emergency situations. There are also times when state agencies may be requested, or are required, to be involved. References throughout this Plan to state agency utilization are not meant to be an exhaustive list of when the state should be involved. State statutes mandate certain state agencies to play an active role in emergency response or support and those agencies will be expected to perform their duties when necessary.

E. Responsibilities

Most departments within local government have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining procedures for meeting its emergency responsibilities. This Plan has been broken into twelve primary functional areas of responsibility (detailed in Annexes), which define the tasks that must be accomplished to ensure public safety and welfare. Additional functions, such as Mitigation, Continuity of Government, Reporting, and Administration and Logistics, which do not warrant a full Annex, are also addressed at the appropriate place in this Plan. Primary and supporting responsibility has been assigned as shown in the Functional Responsibility Chart, included in this section. See Attachment 1. Detailed tasks are covered in the Annexes. Responsibilities for certain organizations that are not part of local government are also presented. In general, the functional areas cover:

1. <u>Direction and Control (Annex A):</u> this function is fulfilled by the Executive Group utilizing the expertise of an Emergency Operating Center staff. By statute, the conduct of all emergency operations and protective actions in Adams County is the responsibility of the County Board; and, in their respective political subdivisions, the responsibility of the Mayor and City Council of Hastings and the Village Boards of Ayr, Holstein, Juniata, Kenesaw, Prosser, Roseland and Trumbull. These executives constitute the Emergency Executive Group, which will be located with the Emergency Operations Staff in the Emergency Operating Center in Hastings or at the respective Village EOC's. In general, executive direction and control responsibilities will be to assign missions and tasks, direct planning, monitor the Adams County environment, inform the public and control emergency operations.

- 2. Communications and Warning (Annex B): primary responsibility for establishing, maintaining, augmenting, and providing backup for all channels of communications needed for emergency response and recovery rests with the respective emergency service organization. The Communications and Warning Officer is responsible for coordinating EOC communications and maintaining this Annex of the LEOP. Warning could be received through the Hastings Warning Point with relay through the 39.9 Nebraska Law Enforcement Radio Net. In the remainder of the county, warning of the public is a primary responsibility of the Adams County Emergency Management through suggested operational procedures.
- 3. <u>Damage Assessment (Annex C):</u> the Hastings Inspection Department will serve as Damage Assessment Coordinator and will be responsible for ensuring that personnel and procedures are available to provide preliminary estimates and descriptions of the extent of damage resulting from large scale disasters. That responsibility includes provisions for completing the process of requesting a State disaster proclamation through emergency management channels. The Damage Assessment Coordinator is a member of the EOC Staff.
- 4. Emergency Public Information (Annex D): the Public Information Officer is responsible for keeping the public advised as to the emergency situation. The PIO plays an important role through coordination with the news media in advising the public of proper actions to take. The establishment of rumor control procedures and Disaster Recovery Centers are also important functions as is the on-going requirement for emergency preparedness education efforts. All public information activity will be coordinated through the Emergency Operating Center where the Public Information Officer will function as a member of the EOC Staff.
- 5. Evacuation (Annex E): the goal of this function is to relocate people to safe areas when emergencies or threats necessitate such action. The decision to evacuate would normally be made by the Executive Group on the advice of the Emergency Management Director but may, due to the severe nature of a situation, be made by the incident commander (fire or law enforcement). The Adams Emergency Management Director, along with any other city and village Emergency Management Directors, is responsible for establishing clear and detailed procedures for carrying out complete and partial evacuation of citizens.
- 6. <u>Fire Services (Annex F):</u> all Fire District Chiefs are responsible for fire control and rescue activities in their respective fire districts. The Fire Chief of the affected jurisdiction serves as Fire Services Coordinator and as a member of the EOC staff. If more than one jurisdiction is affected, the Hastings Area Mutual Aid Association may provide a Fire Services Representative to the EOC. General responsibilities are to limit loss of life and property from fires and other damage, provide leadership and training in

fire prevention and suppression, respond to HazMat incidents, lead search and rescue, assist in mobile medical aid and ambulance transport, and provide light rescue of trapped or injured persons.

- 7. Health and Medical (Annex G): emergency medical responsibilities and coordinating rescue operations include providing emergency medical care and treatment for the ill and injured, coordinating evacuation of health care patients, and managing medical resources, both personnel and equipment/supplies. This may be assigned to a Medical Coordinator. Public health responsibility has been assigned to a Public Health Coordinator. These responsibilities include the safeguarding of public health, minimizing the incidence of communicable disease, coordinating mental health care/crisis counseling, establishing environmental controls, and coordinating burial.
- 8. <u>Law Enforcement (Annex H):</u> the Adams County Sheriff, the Police Chiefs of Hastings, and the Nebraska State Patrol are responsible for law enforcement, traffic control and security functions within their respective jurisdictions. Their responsibilities include maintaining law and order through traffic and crowd control, preventing crimes against people and property, securing the scene of a HazMat incident, coordinating evacuation, managing search operations, and providing security.
- 9. Mass Care (Annex I): the American Red Cross has the responsibility for coordinating mass care of citizens of Adams County in case of an evacuation or disaster within the county. Reception and care responsibilities include providing temporary lodging, food, clothing, and other essentials to large numbers of evacuees displaced due to disasters or crisis.
- 10. Protective Shelter (Annex J): this function involves providing citizens of Adams County with protective shelter from the direct effects of those hazards where exposure could cause injury or death and evacuation is not a viable option. Examples range from tornadoes to hazardous materials spills to radioactive fallout as a result of nuclear attack. The Adams County Emergency Management Director, with the assistance of City and Village Directors, will serve as Shelter Coordinator and be responsible for identifying appropriate shelters, establishing protective shelter procedures and coordinating shelter operations.
- 11. Public Works/Utilities (Annex K): the Public Works/Utilities functional area involves providing a flexible emergency response capability in the area of engineering, construction, and the repair and restoration of public facilities and services. Additional responsibilities are developing capability and procedures and directing operations for debris clearance, post-disaster safety inspections, heavy rescue, and the providing of traffic control equipment in support of evacuation. Responsibility for the Public Works/Utilities area has been assigned to public works, public and private

utilities, the County Highway Department and respective villages, who maintain street/road maintenance responsibilities.

- 12. Resource Management (Annex L): the coordination and effective utilization of personnel, equipment, supplies, facilities, and services during disaster response and recovery is an important function. Responsibility for this area has been assigned to the Adams County Emergency Management Secretary supported by other available city, village, county Emergency Management Staff and the USDA County Emergency Board (CEB).
- F. Under the Hastings Area Mutual Aid Agreement, Adams County has a mutual aid support responsibility to assist, as possible, Hall and Clay Counties should they experience a major emergency or disaster.

VI. CONCEPT OF OPERATIONS

A. General

It is the responsibility of the governments of Adams County and its communities to protect life and property from the effects of hazardous events. This Plan is the concept that emergency functions for agencies/organizations involved in emergency management will generally parallel their normal functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency tasks assigned. In keeping with the national concept embodied in the Integrated Emergency Management System (IEMS), this Plan is concerned with all types of emergency situations.

B. Continuity of Government

- 1. <u>Succession of Command (Ref: RRS 84-1101 to 84-1117 Nebraska Emergency Succession Act):</u>
 - a. The lines of succession for executive heads of government and Emergency Management officials in Adams County are defined in Annex A, Direction and Control.
 - b. The line of succession of each department head is according to the operating procedures established by each department or as defined in the appropriate Annex to this Plan.
 - c. In a civil defense emergency due to threat or occurrence of a nuclear attack, succession to elected and appointed city or county officials will be

as provided in the Nebraska General Emergency Succession Act (RRS 84-1101 to 84-1117) by invoking the Act and appointing alternates.

- 2. Preservation of Records: the preservation of important records and the taking of measures to ensure continued operation and reconstitution, if necessary, of local government during and after catastrophic disasters or national security emergencies is the responsibility of the executives of each jurisdiction. Normally, the development and maintenance of procedures for ensuring continuity of government will be carried out for Adams County by the County Clerk, and by the respective elected/appointed officials of various sub-divisions as outlined by their governing boards. Records to be preserved will include as a minimum:
 - a. Records required to protect the rights and interests of individuals (vital statistics, land and tax, papers of incorporation, etc.)
 - b. Records required by health, fire, law enforcement and public works to conduct emergency operations (utility maps, emergency plans and procedures, personnel lists, etc.)
 - c. Records required to reestablish normal government functions and to protect the rights and interests of government (constitutions, charters, statutes and ordinances, court records, financial records, etc.).
- 3. <u>Alternate Operating Locations:</u> those government departments having emergency response functions have, where necessary, identified alternate operating locations. Refer to Annex A for specific information.
- 4. <u>Protection of Government Resources:</u> procedures and guidelines have been established in this Plan, and separately, to provide for the physical safety of government personnel, records, and equipment.
 - a. Personnel: all government buildings should have tornado and fire plans which designate appropriate actions and protective shelter locations including provisions for handicapped persons.
 - b. Records: essential county government records are in the Adams County Courthouse.

C. Direction and Control Relationships

1. During disaster operations, coordination and control of community emergency response will be exercised by the Executive Group of the political subdivision concerned. The Chair of the Adams County Board and the Mayor of Hastings will operate from the Adams County EOC providing overall direction and control of the many emergency functions. The chief executive of other communities will function from their local Emergency Operating Centers.

- 2. Each office, agency or organization assigned primary or supporting responsibilities under this emergency plan must be prepared to assign a representative to the EOC staff. The EOC, working with field operations, thus becomes the central point for coordination of all disaster operations. The Adams County Emergency Management Director is responsible for maintaining and managing the EOC as outlined in Annex A.
- 3. Primary communications will be through normal systems. Supporting emergency communications facilities will be controlled from the Adams County Communications Center. Communications available to Executive Group and the EOC Staff are outlined in Annex B.

D. Phases of Emergency Management

There are four phases of emergency management. The first of these, mitigation, is a continuing effort throughout the management process. The other three phases are action periods where emergency operations defined under this Plan are carried out. Each of the functional Annexes to this Plan defines specific actions essential to each of the three operational phases. These Annexes should be thoroughly reviewed and understood by all agencies, organizations, and emergency personnel prior to implementation of the Plan. The four emergency management phases are:

- Mitigation: mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. Also included are long-term activities designed to minimize the potentially adverse effects of unavoidable hazards. These activities are ongoing throughout the emergency management process and can involve legislative and/or physical actions. Examples are flood plain management, construction of dikes or dams, development of building codes and ordinances requiring protective measures such as mobile home tiedowns. Most mitigation tasks or responsibilities are not considered appropriate for an Emergency Operations Plan and therefore are addressed only briefly in this Plan. Some mitigation activities, however, will be addressed, if appropriate, in the various Annexes.
- 2. Preparedness Phase: this includes normal day-to-day readiness activities such as planning, training, and developing and testing emergency response capabilities. It would include increased readiness activities under an attack threat. Tornado, winter storm, and flood watch actions carried out when conditions are present for hazardous events to occur are also considered part of the preparedness phase. Limited staffing of the EOC may be required.
- Response Phase: response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage and to speed recovery. Response activities include activation of the EOC, direction and control, warning, evacuation, rescue, and other similar

operations. Severe weather warnings (tornado, flash flood, winter storm, etc.) would be included in the response phase. Damage assessment actions would be initiated.

4. Recovery Phase: recovery is both a short-term and a long-term process. Short-term operations provide vital services to the community and provide for basic needs of the public. Damage assessment actions and emergency response services (medical, search and rescue, public utility restoration, sanitation, etc.) would continue. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of long-term recovery actions are provision of temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas.

E. Notification

Initial notification of an emergency or disaster event occurring within Adams County would normally come via citizen report to law enforcement or fire services in the affected area, notification of a release from a facility with Title III reporting requirements, or from the carrier in the event of a transportation incident. Notification of events occurring outside of Adams County, which could affect the county, could come from several sources.

- 1. <u>National Weather Service (NWS):</u> weather phenomena threatening Adams County would normally be received from the Hastings National Weather Service or the Severe Storms Prediction Center in Norman, Oklahoma via NAWAS followed by Weather Alert Radio.
- Nebraska State Patrol (NSP): notification of hazardous events occurring near or in Adams County could come from the Nebraska State Patrol via direct radio communications or telephone. See Annex B for communications details.
- 3. Nebraska Emergency Management Agency (NEMA): back-up notification of all severe events and long-range forecasts of potential disaster situations, such as flood stage predictions could come from the Nebraska Emergency Management Agency in Lincoln. Normal mode would be public service telephone through NAWAS to the Hastings Warning Point with subsequent retransmittal to Adams County via 39.9 Nebraska Law Net could be used.
- 4. <u>Adjacent Counties:</u> notification of emergency or disaster events occurring in nearby or adjacent counties would normally be relayed by the affected county using direct radio communications.

F. Alerting of Key People

On notification of a possible or actual emergency or disaster event, the communicator on duty will take action to notify appropriate city and county officials in accordance with their procedures. If the EOC is activated, officials will, as required by the situation, assemble at the EOC and be prepared to evaluate information, effect coordination, and make emergency action decisions.

G. Plan Implementation

The decision to implement all or portions of this Plan will normally be made by the chief executive of the affected local governments on the advice of emergency response officials. A Presidential Declaration of a Civil Defense Emergency shall mean automatic implementation of this Plan. On implementation, local executives will assume such emergency powers as are authorized by local ordinances or contained in the Nebraska Emergency Management Statutes and delegated by the Governor. The Chair of the County Board of Supervisors and/or the Mayors/Board Chairs of the affected communities will take charge of all operations directed by this Plan.

- All county and city officials will immediately activate their portions of the Plan and discontinue all non-essential actions. If a portion of the Plan cannot be activated, the appropriate Chief Executive will be immediately notified so alternate arrangements can be made.
- 2. The Adams County Emergency Management Director will coordinate disaster operations support for emergency response services and make contact with the Nebraska Emergency Management Agency and other appropriate state and local organizations.
- 3. Depending on the situation, disaster declarations in accordance with RRS 81-829.50 will be made by the chief executives of Adams County and the affected communities. The effect of a local disaster declaration shall activate the response and recovery aspects of this Plan and any other interjurisdictional disaster plans and to authorize the furnishing of aid and assistance from these plans. A local disaster declaration is a prerequisite for obtaining a state disaster proclamation from the Governor authorizing state assistance and response support.

H. Mutual Aid

When existing local resources are exceeded, mutual aid will be requested from neighboring communities with which agreements have been established. On request, Adams County resources may be sent to assist other jurisdictions under existing mutual aid agreements.

I. Requests for State Support

State support may be requested under disaster conditions.

- 1. If it appears that required disaster response actions are, or will be, beyond the capability of the local government and available mutual aid, the chief executive will prepare a local disaster declaration and request assistance from the State. See Annex A, Attachment 4. This request shall be made through the Adams County Emergency Management Director to the Nebraska Emergency Management Agency and will contain the following information:
 - a. Type of disaster,
 - b. Extent of damage or loss (include fiscal estimate),
 - c. Actions taken by local government, including funds expended,
 - d. Type and extent of assistance required.
- 2. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation, and recommend action to the Governor. If the Governor finds the disaster is of such severity that response is beyond local resources, he/she will proclaim a disaster in accordance with RRS 81-829.40 and state assets will be employed to support local efforts. State support will be coordinated through the State EOC. This does not preclude direct requests for early assistance to first responder state agencies such as the Nebraska State Patrol and the State Fire Marshal.
- 3. Under disaster conditions support by state military forces may be requested through the Nebraska Emergency Management Agency at the State EOC. Requests for this support will be coordinated by the Adams County Emergency Management Director. National Guard or military assistance will complement and not be a substitute for local participation in emergency operations. These forces will remain at all times under military command but will support and assist local government. Requests will include objectives, priorities, and other information necessary to accomplish the mission.

J. Protection of the Public

One of the primary responsibilities of government is to ensure that all possible measures are taken to protect its citizens in the event of potential or actual disaster. This Plan outlines the actions necessary in Adams County. In addition to normal emergency services, there are four major areas for government action.

1. <u>Warning and Emergency Public Information:</u> warning of the public is accomplished through a combination of methods depending on the specific

situation. These methods include sirens (outdoor warning), emergency vehicles, radio, television, and the cable television system. Advising the public of proper actions to take utilizes the media and is dependent on their full cooperation. Details of warning and information dissemination capabilities and procedures (including EAS) are in Annex B, Communications and Warning and in Annex D, Emergency Public Information.

2. <u>Protective Shelter:</u> the providing of shelter from the direct effects of hazards in Adams County focuses on two major hazards, tornadoes and hazardous materials.

Tornado Shelters: an ongoing program of advising the public of proper sheltering actions is carried out by the various Emergency Management organizations. The protective shelter policy for tornadoes is for citizens to use the best place in their homes or the facility where they are located at the time of warning. Most public facilities have been surveyed to identify best protective locations. All schools, health care facilities, and major industries have tornado plans. See Annex J.

- 3. Evacuation: when time permits or when continued presence in the vicinity of a hazard effect poses a threat to the life and safety of the citizens affected, an evacuation may be ordered. Less than five (5) percent of the population of Adams County resides within the boundaries of the 100-year flood plain. Any area of the county could be affected by toxic clouds resulting from a fire or hazardous material spill. Evacuation decisions will be made by the incident commander or, if time permits, the chief executive based on recommendation of the Emergency Management Director. Evacuation procedures are outlined in Annex E, and in Annex H. Reception and care of evacuees are detailed in Annex I.
- 4. <u>Indoor Protection:</u> for some hazardous materials it is safer to keep citizens inside with doors and windows closed rather than to evacuate them. A chemical plume will frequently move quickly past homes. Because air circulation systems can easily transport airborne toxic substances, instructions will be given to shut off all circulation systems both in private and institutional settings.

K. Recovery Actions

Once the emergency or disaster is under control, search and rescue operations completed, and the immediate needs of the affected citizens have been met, the Executive Group will initiate all recovery actions necessary to return the affected area to normal status. If disaster assistance is provided, the chief executive will coordinate with the State and/or Federal coordinating officers. Recovery responsibilities of each agency and organization are clearly defined in the various Annexes. Primary recovery efforts will focus on the following areas:

- 1. <u>Debris Removal (Annex K):</u> plans and procedures for the removal of debris are contained in Annex K. Debris removal will be coordinated in the county by the Adams County Highway Department, State Department of Roads and in the cities and villages by the respective road/street maintenance staff or other contract assistance. Snow emergencies will be declared by the chief executive and enforced by the Adams County Sheriff and local law enforcement. Snow removal will be in accordance with existing procedures of the county Highway Department and city/village Public Works Departments.
- 2. <u>Habitability Inspections (Annex K):</u> subsequent to tornado strikes, high winds, floods or any other disaster effect which could cause structural damage, the appropriate local government will ensure that all affected structures, public and private, are inspected for safety. The Hastings Inspection Department Personnel will perform these inspections. Assistance may be requested from the State Fire Marshal's office or the Disaster Assistance Task Force of Nebraska (DATNE) team(s).
- 3. Repair and Restoration of Essential Utilities (Annex K): the recovery of utilities to normal service will be coordinated in the county by the respective utility providing services in cooperation with the various public and private utility companies.
- 4. Repair and Restoration of Public Facilities (Annex K): repair and reconstruction of public facilities, including bridges and culverts, will be the responsibility of local government and will generally be funded from locally available contingency funds. If a state disaster is proclaimed by the Governor, some costs will be reimbursable under the Governor's Emergency Fund on a matching basis. If a Presidential Disaster Declaration is obtained, matching federal assistance will be available. Because of this, all public recovery actions will be in compliance with pertinent state and federal laws and regulations.
- 5. Decontamination of HazMat Spill Site (Annex F): it is the spiller's legal and financial responsibility to clean up and minimize the risk to the health of the general public and workers involved. The Department of Environmental Quality is responsible for making decisions regarding Hazardous Waste disposal. Federal law regulates on-site disposal, transportation, and off-site disposal.
- 6. Assistance to Individuals and Businesses (Annex G): while their recovery from unexpected disaster is primarily the responsibility of the affected citizens and businesses, every effort will be made to assist them, particularly those whose needs cannot be met through insurance or their own resources. Relief efforts will be coordinated by the American Red Cross and the State Department of Health and Human Services. Emphasis will be placed on assisting and supporting the aged, handicapped and infirm.

L. Mitigation

- 1. The County Board and the various City Councils and Village Boards should be aware of their responsibilities for maintaining an on-going program to eliminate hazards or minimize their effects. Adams County and its communities of Hastings, Holstein and Juniata in flood hazard areas have complied with all requirements and are participants in the Regular Federal Flood Plain Management Program. These jurisdictions qualify for Federal Flood Insurance and other forms of flood related disaster assistance. The remaining jurisdictions in Adams County are not considered to be in a flood hazard area.
- To ensure continuity of mitigation efforts, Adams County executives will hold post-disaster discussions to determine what mitigation actions would be appropriate.

VII. ADMINISTRATION AND LOGISTICS

A. Procedures

Some administrative procedures may be suspended, relaxed, or made optional under threat of disaster. Such action should be carefully considered, and the consequences should be projected realistically. Procedures to achieve this goal will be detailed in this Plan, and any necessary departures from business-as-usual methods will be noted.

B. Documentation

All disaster related expenditures will be documented using generally accepted accounting procedures. The documentation will be used following a Governor's Proclamation or Presidential Disaster Declaration to qualify for reimbursement of eligible expenditures and to ensure compliance with applicable regulations.

C. Resources

Following initial lifesaving activities, the Chair of the County Board of Supervisors and the chief executives of the cities and villages will ensure that all necessary supplies and resources are procured for the various operating departments. After a Disaster Declaration has been issued, the Chief Executive may, without prior approval of the governing body, rent, lease, procure or contract for such resources or services as are essential for maintaining the safety and well being of the population and effecting immediate restoration of vital services. Refer to Annex L for resource management procedures.

VIII. TRAINING AND EXERCISING

A. <u>Training</u>

Specialized training requirements are defined in the functional Annexes. Each department, agency or organization with responsibilities under this Plan is also responsible for ensuring that its personnel are adequately trained and capable of carrying out their required tasks. The Adams County Emergency Management Director will assess training needs, ensure that formal emergency management training programs are made available to city and county executives and personnel, and, in general, coordinate the overall training program.

B. Exercises

The conduct of exercises and drills of elements of this Plan on an ongoing basis are essential to the maintenance of an emergency response capability and for ensuring the adequacy of this Plan. The Adams County Emergency Management Director will be responsible for training an exercise design team, which will coordinate the overall exercise program. An exercise of the direction and control aspects of this Plan should be conducted on an annual basis. All exercises and drills will be critiqued and any follow-up activities conducted on a timely basis.

IX. PLAN DEVELOPMENT AND MAINTENANCE

A. Responsibility

This Plan is the principal source of documentation of Adams County's emergency management activities. Almost every agency of government has responsibility for developing and maintaining some part of this Plan. Overall, coordination of this process will be carried out by the Adams County Emergency Management Director. The planning process never ends and as situations change, new hazards are identified, or capabilities improve, the Plan should also change. Major changes involving emergency management policy will be approved by the chief executives. Routine changes such as corrections, updated staffing rosters, map annotations, reporting requirements, etc. may be approved by the Adams County Emergency Management Director.

B. Procedures

Each agency, department or organization with responsibilities under this Plan will develop and maintain written procedures for carrying out their assigned tasks. Those operating procedures will be considered to be supplements to this Plan.

C. Review

This Plan and all Annexes and procedures will be updated as the need for a change becomes apparent. Additionally, all portions of the Plan, including operating procedures will be thoroughly reviewed annually and appropriate changes made. The Adams County Emergency Management Director will ensure that this review process is carried out on a timely basis.

D. Recertification

Provisions will be made for periodic recertification of this Plan by the governing bodies of Adams County and its sub-divisions. This would normally occur after any significant change in elected officials. The Emergency Management Director will ensure that this is accomplished.

E. Distribution

The Adams County Emergency Management Director will ensure that this Plan and all formal changes are distributed on the local level in accordance with the Plan Distribution List on page xviii. The Nebraska Emergency Management Agency will be responsible for distribution to other counties, organizations, state agencies, and the federal government. Plans and changes will be distributed by control copy number and a distribution log maintained by the Adams County Emergency Management Agency and by the Nebraska Emergency Management Agency to ensure that all individuals, agencies, and organizations have received current copies of the Plan.

X. <u>REFERENCES</u>

- A. Nebraska State Emergency Operations Plan (SEOP), dated March 2000, as revised
- B. Nebraska State Emergency Alert System Operational Plan, February 2001, as revised
- C. 2000 North American Emergency Response Guidebook
- D. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987
- E. Nebraska Radiological Emergencies Response Handbook, April 1989
- Warning and Information Plan for Northwest Watershed Dam (high hazard) dated June 1999.

FUNCTIONAL RESPONSIBILITY CHART

P = Primary

S = Supporting

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POSITION/ORGANIZATION \	\	(A) \	(B) \	(C) \	(D) \	(E) \	(F) \	\ (G) \	(H) \	(I) \	(J) /	(K) \	(L) \	\ 	\
Chairperson County Board of Commissioners	S	Р			S										
Mayors of Cities	Р	Р			S										
Village Board Chairman	Р	Р			S										
County Commissioners	S	S													
City Council Members	S	S													
Village Board Members	S	S													

= Primary

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FUNCTIONAL RESPONSIBILITY CHART

FUNCTION GOVERNMENT	Direction Of Control	Communing And Warning	Dalii Dalii Assessment	Emergermation Information	Evacuation Public (Fire Service	Health	Enforcement	Mass Car	Protester	Public Wo	Resource Management	Maintenance	alam a	
POSITION/ORGANIZATION	/ /	(A) \	(B)	(c) \	(D) \	(E)	(F)	\ (G) \	(H)	<u>(I)</u>	(J)	(K)	(L) \	\	١
ADAMS CountyEmergency Management Directors	S	S	S	S	S	Р	S	S	S	S	S	S	Р	S	
Community Emergency Management Directors	S	S	S	S	S	Р	S	S	S	S	S	S	S	S	
Public Information Officer		S			Р									S	
Communications & Warning Officer		S	Р	S	S									S	
Radiological Officer		S		S			S	S			S			S	
Shelter Systems Officer										S	Р			S	
Medical Coordinator								Р		S	S			S	
Public Health Coordinator				S				Р		S	S			S	
Damage Assessment Coordinator				Р											

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FUNCTIONAL RESPONSIBILITY CHART

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Adams County Sheriff			S	S	(5)	S	(')	(0)	P	(1)				S	
County Attorney - Coroner	S	S						S							
County Assessor	S			S										S	
County Clerk	Р													S	
County Treasurer	S														
Superintendent of Schools										S	S				
County Highway Superintendent			S			S			S		S	Р	S	S	
Extension Agent				S				S					S		
County Emergency Board (CEB)				Р			S			S	S		S		
Building Inspector				S							S				
County Engineer				S							S				

FUNCTIONAL RESPONSIBILITY CHART

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	`	\ (A) \	(B) \	(C)	(D) \	(E) \	(F) \	\ (G) \	\ (H) \ 	(I) \	(J) \	∖ (K) \ 	(L) \		
Police Chief				S		S			Р					S	
Fire Chief			S	S			Р	S	S					S	
City Attorney	S	S													
City Clerk	S														
Director of Public Works		S		S		S			S			Р	S	S	
Utilities Commissioner		S		S								Р	S	S	
Building Inspector				S							S	S			
Electrical Inspector				S								S			
City Engineer				S							S	S			
Parks and Recreation Director				S								S			
Street Commissioner				S								S			
City Physician															
Superintendent of Schools										S	S		S		

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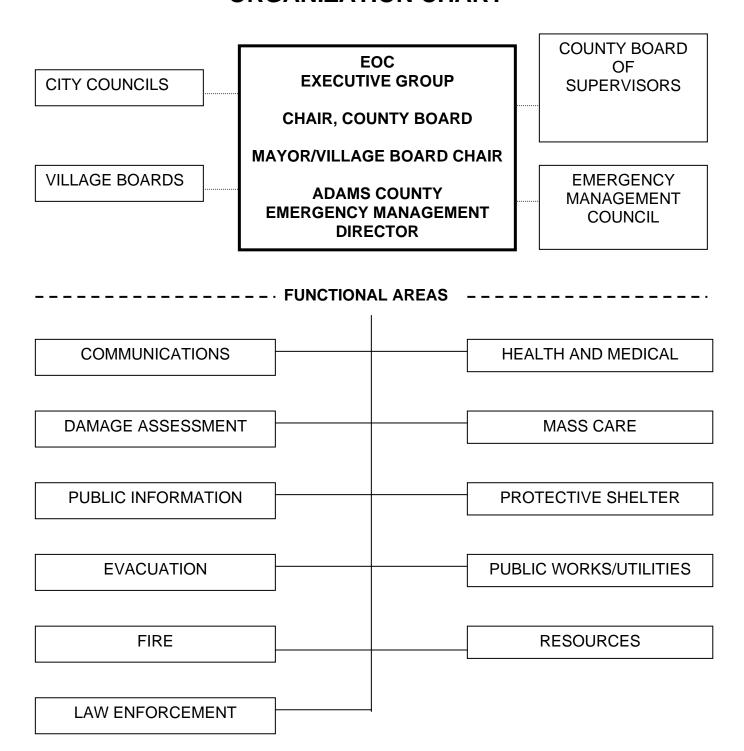
S = Supporting

FUNCTIONAL RESPONSIBILITY CHART

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FUNCTION GOVERNMENT. (ANNEX)	Direction And	Assessions Naming	Emer sorman. Damagent Damagent	Evacual. Public of	Fire Servi	Health	Enforcement Enforcement	Mass Caro	Protes	Public Wo	Management Management	Maintenance	plan 28	
POSITION/ORGANIZATION \		A) (E	3) (C)	\ (D) \	\ (E) \	(F)	\ (G) \	<u>(H)</u>	(I) \	(n) /	(K)	(L)\	\ \	<u> </u>
Mid-Plains Red Cross, Chapter			S				S		Ρ				S	
State Fire Marshal			S			Р				S	S	S		
Nebraska State Patrol					S			Р						
Hastings OfficeState Department of Health and Human Services							Р		S				S	
Hastings Area Mutual Aid Association						S								
Amateur Radio Club		5	SS						S	S				
Alltel Telephone Company		S	S								S			
Glenwood Telephone Company		5	SS								S			
Charter Communications		5	SS								S			
Kinder Morgan Natural Gas			S								S			
Hastings Utilities			S								S			
Nebraska Public Power District			S								S			
Southern Public Power District			S								S			

DIRECTION AND CONTROL ORGANIZATION CHART



DIRECTION AND CONTROL

I. <u>PURPOSE</u>

The purpose of this Annex is to provide procedures for centralized and coordinated management of emergency response activities in order to best protect the residents and property in Adams County.

II. <u>SITUATION</u>

- A. The Adams County Emergency Operating Center (EOC) is located at 1313 N. Hastings Avenue, Hastings, Nebraska.
 - 1. The EOC is considered to be an adequate tornado shelter and has 3,500 square feet of operating space with a fallout protection factor of more than PF 100. Maximum staffing for this facility would be 55 persons.
 - 2. Adequate auxiliary power is provided by a 50 KW diesel generator fueled from a below ground 2,500 gallon tank.
 - The EOC is equipped with a NAWAS (National Warning System) Drop and installed radio capability to communicate with Public Safety and local twoway government radio. Five telephone lines are operational with additional standby capability.
 - 4. The EOC is maintained in a fully operational mode. Access to the EOC can be controlled.
 - 5. Alternate Emergency Operating Center: in the event the primary EOC is damaged or otherwise unavailable, a room in the Hastings Fire Department, Hastings City Hall, or the Hastings Police Station will be used as the alternate EOC. In the event both the EOC and alternate cannot be used, the village Emergency Operations Locations will be supported by the Adams County Special Services 614 Communications Unit which will function as the alternate EOL until a facility has been readied for this function. The location selected will be determined at the time, dependent on the situation.
- B. Emergency Operating Centers for other jurisdictions are:
 - 1. Juniata Juniata Rural Fire Station
 - 2. Prosser Prosser Rural Fire Station
 - 3. Kenesaw Kenesaw Fire Station

- 4. Holstein Holstein Fire Station
- 5. Roseland Roseland Fire Station
- 6. Ayr Hastings Rural Fire Station
- 7. Trumbull Trumbull Fire Station
- C. The above listed EOCs would be supported by the Emergency Management Special Services Unit 614 Mobile Command Post, as necessary.
- D. First Responders will use an Incident Command System. One of the first responding disciplines will provide the initial Incident Commander; this will be determined by the nature of the disaster. Incident Command may be handed off to another agency as disaster priorities change or unified command may be implemented. Procedures for the Incident Command System in Adams County are addressed in Attachment 2 to this Annex. When the EOC is activated, field operations and the EOC must coordinate disaster operations for effective response and recovery.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. The Emergency Operations Centers would be available and prepared for emergency operations in a minimal amount of time.
- B. Local Chief Executives will normally function from their EOC or be on call during EOC operations.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The Direction and Control function is carried out by the Emergency Operating Center Staff, which is comprised of the Chief Executives of government and key officials, as required.
- B. The Chief Executives of government are responsible for their respective village, city, or county emergency operations including coordination of mutual aid and assuring effective use of resources. The Chairman of the Adams County Board of Supervisors is responsible for all county emergency operations outside of corporate city or village limits. The Executive Group is comprised of these Chief Executives within Adams County. They are:
 - 1. County Chairperson, Board of Supervisors,
 - 2. Cities Mayors,

- 3. Villages Chair of Village Boards.
- C. Staff, as designated in each functional Annex, is appointed or approved by the Chief Executives and becomes responsible for carrying out emergency operations and advising the Executive Group on matters pertaining to their areas of responsibilities. See Attachment 1.
- D. EOC supporting staff are those offices, both governmental and private, which do not have a primary operational responsibility but which do possess the knowledge and professional expertise to be able to assess a situation and provide advice and/or make recommendations to the Executive Group. The involvement of an office (or offices) will be dependent upon a number of variables, such as:
 - 1. Geographical location of disaster,
 - 2. Magnitude of disaster,
 - Type of advice/recommendation needed upon which to base executive decisions,
 - 4. Capability of affected community to provide "expert" assessments and evaluations.
- E. The Emergency Management Director's Direction and Control responsibilities may include, but are not limited to:
 - 1. Serve as disaster operations chief of Staff to the Chief Elected Executive,
 - 2. Act as liaison to neighboring and higher levels of government, as required,
 - 3. Develop EOC/EOL operating procedures,
 - Assist in staffing the EOC/EOL by organizing, recruiting, and training an Emergency Management EOC/EOL Staff which would support all jurisdictions in areas not normally a function of day-to-day government,
 - 5. Manage the operations of the EOC/EOL,
 - 6. Coordinate implementation of mitigation efforts.
- F. <u>Lines of Succession</u>
 - 1. County Board of Supervisors
 - a. Chair,

- b. Vice Chair,
- c. Most senior member through members of the Board in order of their seniority on the Board.

2. City Government

- a. Mayor,
- b. President of City Council,
- c. Vice President of the Council, as designated by the City Council (in an emergency session, if necessary).

3. <u>Village Government</u>

- a. Chair of Village Board,
- b. Most senior member through members of the Board in order of seniority on the Board.
- 4. EOC Staff: as defined in each Annex to this Plan.

5. Adams County Emergency Management

- a. Adams County Emergency Management Director, 6140,
- b. Adams County Deputy Emergency Management Director, 6142,
- c. Adams County Deputy Emergency Management Director, 6143,
- d. Village Coordinator/Deputy Coordinator of the political sub-division affected by the emergency/disaster.

V. <u>CONCEPT OF OPERATIONS</u>

A. Activation of the Emergency Operating Center (EOC)

 The Chairman of the County Board, the Mayor/Board Chair of all subdivisions under inter-local contract/agreement with Adams County, or the Adams County Emergency Management Director have the authority to activate the Adams County Emergency Operating Center (EOC). First responders may request that the EOC be activated, as a situation warrants.

2. Immediate requests for assistance from Emergency Management will be channeled through the Hastings or Adams County Dispatch to the appropriate agency/organization.

- 3. The decision to activate the Emergency Operating Center will be based upon the severity of the emergency situation. The Emergency Management Director and/or the Chief Elected Official of the sub-division will determine the level of staffing required, based upon the situation, and will alert appropriate personnel, agencies, and organizations.
 - a. Increased operations activity and staffing will not normally be required when the emergency can be effectively handled by on-duty emergency response forces and there is no immediate threat to people or property.
 - b. Activation and staffing should be a major consideration when there is a significant threat to the population, which would require increased coordination between response agencies. All emergency support services will maintain a current notification roster to ensure a timely response.
 - c. The Adams County Emergency Management Director may activate the EOC on a limited staffing basis during severe weather watches and warnings.
- 4. The on-scene commander may establish a field command post. The field command post will maintain close contact and coordination with the EOC.
- 5. The Emergency Management Director will notify the Nebraska Emergency Management Agency, (1-877-297-2368), upon the occurrence of any emergency or disaster with potential requirement for multi-agency response and is beyond normal day to day response activities for the affected jurisdiction. If the Emergency Management Director has not notified the Nebraska Emergency Management Agency, he will do so when the EOC is activated.
- 6. The EOC may operate on a 24-hour basis during the emergency; shifts will be determined in eight or 12-hour increments. A member of the Executive Group will be present or on call during EOC operating hours.

B. EOC Operations

- During disaster operations, the following may operate from the EOC; other
 officials may operate from their daily locations as defined in the functional
 Annexes:
 - a. Executive Group (at the EOC or on call),

- b. Emergency Management Director,
- c. Communications Officer,
- d. Damage Assessment Coordinator,
- e. Public Information Officer,
- f. Medical Coordinator and/or Public Health Coordinator,
- g. Mass Care Coordinator,
- h. Resources Coordinator (may include Volunteer Coordinator),
- Social Services Coordinator,
- j. Radiological Officer (radiological emergency),
- k. LEPC Chair or Administrative Agent,
- I. School Administration,
- m. Representative from rural power districts,
- n. City of Hastings: when an EOC is activated for city disaster operations, representatives from affected city agencies (including police, fire, public works, utilities, engineering, planning, finance plus support personnel) will coordinate operations from the Emergency Operating Center. As applicable, representatives from medical services, the Mary Lanning Hospital, Good Samaritan Village, the library, museum may also work from the EOC.
- 2. Record keeping procedures in the EOC need to include:
 - All radio communications at the EOC logged by the agency/organization receiving/transmitting the message,
 - b. A detailed activity log of EOC operations maintained by the Emergency Management Director using local government administrative support,
 - c. The Emergency Management Director or Communications Officer overseeing all logs and the message/information flow system.
- 3. Periodic briefings at the EOC to update all personnel will be held, as the situation dictates.

4. The EOC contains updated maps of Adams County and its cities and villages as well as status boards required for tracking significant events/actions.

 EOC security is provided by On-Duty Staff and/or the Hastings Police Department and/or the Nebraska State Patrol and/or the Nebraska National Guard.

C. EOC Coordination

- Specific operations are detailed in the Annexes to this Plan. These disaster operations shall be performed in accordance with federal and state law and Adams County Resolutions which cover mutual aid, emergency expenditures, emergency worker's liability, Worker's Compensation, etc. The Executive Group will make necessary policy decisions in accordance with state and local laws.
- 2. To provide for the most efficient management of resources, coordination of emergency operations will be through the appropriate Staff.
- 3. Primary communications will be through normal systems. Additional communications capabilities are outlined in Annex B.
- 4. Incident Command in the field and officials at the EOC must maintain contact with each other to effectively coordinate disaster operations.
- 5. Emergency workers without standard identification and volunteers will be issued an identification card by Security, which will allow them access to areas necessary to perform their assigned tasks.
- 6. The EOC needs to be informed when staging areas are established in the field for the purpose of coordinating the use of outside support for disaster response.
- 7. Specific policy and identification of the Incident Commander/Coordinators for specific incidents or situations may be outlined in Standard Operational Procedures/Guides for that political sub-division using the Incident Command System defined in this Plan.

D. Local Emergency Declaration

In situations where response and recovery are within the capabilities of local government, the Chief Executive of the jurisdiction may declare an emergency and issue directives to activate local resources required to respond to the incident.

E. Local Disaster Declaration

 When it appears that response and recovery efforts will exceed normal local capabilities, a Disaster Declaration may be declared by the Chief Executive. See Attachment 3.

- 2. Within limitations stated in RRS 81-829.50, any order or declaration declaring, continuing, or terminating a disaster will be given prompt and general publicity through the Public Information Officer. See Annex D.
- 3. A Disaster Declaration will be filed promptly with the Clerk of the affected jurisdiction and with the Nebraska Emergency Management Agency. The Emergency Management Director will fax (if possible) the local Declaration, then mail the hard copy original to the Nebraska Emergency Management Agency. See Sample Disaster Declaration, Attachment 3 to this Annex.
- 4. The effect of a local Disaster Declaration will be to:
 - a. Activate response and recovery aspects of all applicable local and/or interjurisdictional Emergency Management plans, and to
 - b. Authorize the furnishing of aid and assistance from these plans.
- 5. A local Declaration is not an automatic request for state assistance.

F. Request for Assistance

- 1. Adams County will first implement mutual aid agreements within the County and with neighboring communities.
- 2. If mutual aid resources are not sufficient, the Chief Executive may request assistance from the state through Adams County Emergency Management.
 - a. Request for assistance by a local sub-division in Adams County from the state must be preceded by a local Disaster Declaration from that local sub-division and from Adams County. See Attachment 3.
 - b. This request for assistance will be made by the Chairperson of the County Board through the Adams County Emergency Management Director to the Nebraska Emergency Management Agency. See Attachment 4 for guidelines.
 - c. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation, and recommend action to the Governor.

3. Local response agencies may request technical assistance and resource support directly from state agencies, such as the Nebraska State Patrol, the Department of Roads, the State Fire Marshal, the Department of Environmental Quality, and the Nebraska Health and Human Services. The Adams County Emergency Management Director will advise the Nebraska Emergency Management Agency of these requests.

VI. ADMINISTRATIVE AND LOGISTICS

A. Fiscal

- 1. Adams County and its affected jurisdictions shall fund disaster related costs from local contingency funds to the fullest extent possible.
- All disaster related expenditures must be documented using generally accepted accounting procedures. The State and Federal governments will conduct audits prior to providing reimbursements for eligible expenditures.

B. Call-Down Rosters And Review Of Annex A

- The Adams County Emergency Management Director will ensure that calldown rosters for EOC Staff and County/City/Village Officials are current. These rosters will be normally maintained in the Emergency Operations Center.
- 2. Additionally, the Emergency Management Director will ensure that an annual review of this Annex is accomplished.

C. Exercises

An exercise of Direction and Control aspects of this Plan involving both the Executive Group and EOC Staff should be held at least annually if at all possible.

D. Training

All personnel with responsibilities in this Plan should make every effort to attend training programs designed for city/village and county officials offered by the Nebraska Emergency Management Agency and/or the Federal Emergency Management Agency.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	County Officials and EOC	A-12
2	City/Village Officials and EOC Staff	A-14
3	Incident Status Report	A-30
4	Sample Disaster Declaration	A-32
5	Emergency Disaster Checklist For Obtaining State/Federal Assistance	A-33
TAB A	EMERGENCY OPERATIONS PLAN FOR AYR	A-
TAB B	EMERGENCY OPERATIONS PLAN FOR HASTINGS	A-
TAB C	EMERGENCY OPERATIONS PLAN FOR HOLSTEIN	A-
TAB D	EMERGENCY OPERATIONS PLAN FOR JUNIATA	A-
TAB E	EMERGENCY OPERATIONS PLAN FOR KENESAW	A-
TAB F	EMERGENCY OPERATIONS PLAN FOR PROSSER	A-
TAB G	EMERGENCY OPERATIONS PLAN FOR ROSELAND	A-
ТАВ Н	EMERGENCY OPERATIONS PLAN FOR TRUMBULL	A-

TABS \underline{A} THROUGH \underline{H} ARE NOT INCLUDED WITHIN THIS ADAMS COUNTY LOCAL EMERGENCY OPERATIONS PLAN, BUT THEY ARE ON FILE IN THE ADAMS COUNTY EMERGENCY MANAGEMENT OFFICE AND WITH THE RESPECTIVE VILLAGE/CITY AND COUNTY CLERKS.

THIS ATTACHMENT IS ON FILE WITH LOCAL EMERGENCY MANAGEMENT AND THE

NEBRASKA EMERGENCY MANAGEMENT AGENCY

INCIDENT STATUS REPORT

Incident:	Incident Date:	Report d	ate/time
Jurisdiction:	Caller	Name:	
Call back number:	Incident Co	ommander:	
Instructions: As soon as possible immediate importance. Other inform areas, put <i>unknown</i> in areas where yor call the information into the State information becomes available or as it	ation can be gathered ou have no information EOC as soon as any	as it becomes available. P and none where there is no information is known, then	lease fill all of the information damage or impact. Please fax fax or call in updates as new
1. GENERAL INFORMATION:			
1.1 General Location of Affect	cted Area:		
1.2 EOC Activated? Y N	1.3 Disast	er Declaration? Y N	
2. LOCAL ACTIONS:			
2.1 Evacuation Ordered? Y N	Size of Area:		
2.2 Resources Deployed:			
2.2.1 Law Enforcement: Y	<u>N</u> 2.2.2 Fire: <u>Y</u>	N 2.2.3 Rescue: Y N	2.2.4 Public Works: Y N
2.2.5 Mutual Aid Departme	nts on scene:		
2.2.6 Private Utilities:			
3. DISASTER IMPACTS:			
3.1 Number of: Fatalities	Injuries	Missing Persons _	
3.2 Estimated number of fami	ilies/individuals dis	splaced: Actual	Anticipated
3.3 Number of Shelters Open	·		
3.4 Number of People Sheltere	d:		
3.5 Anticipated Total Number o	f Persons:		
3.6 Special Needs Citizens Ide	entified and Cared	For: Y N	
3.7 Comfort locations for Emerg	gency Workers estal	olished? <u>Y N</u>	
3.8 Number of structures dama	ged:		
3.8.1 Homes: Minor	Major	Destroyed %	Insured
3.8.2 Public Buildings:	Minor Major	Destroyed	% Insured
3.8.3 Business/Industry:	Minor Majo	or Destroyed	% Insured
Minor Duilding in department			

<u>Minor</u> - Building is damaged and may be used under limited conditions with minor repairs.

<u>Major</u> - Building is damaged to the extent that it is no longer usable and may be returned to service only with extensive repairs.

<u>Destroyed</u>- Building is a total loss or damaged to the extent that it is no longer usable and is not economically feasible to repair

NEMA Form: OMS 1 - May 2003

3.9 Immediate Needs: (health & safety for individuals & property):	
4. STATUS OF SERVICES:	
4.1 Status of Electric Utility Service:	
4.2 Status of Telephone Service:	
4.3 Status of Schools:	
4.4 Status of Government Offices:	
4.5 Impacted Critical Facilities	
4.5.1 Hospitals:	
4.5.2 Water Treatment Plants:	
4.5.3 WasteWater Plants:	
4.5.6 Lift Stations:	
4.5.7 Natural Gas:	
4.5.8 Correctional:	_
4.5.9 Other: <u>5. TRANSPORTATION:</u>	_
5.1 Streets: Extent of Damage	
5.2 Roads:	
5.3 Bridges:	
5.4 Airport:	
6. ANTICIPATED FUTURE NEEDS: (Including personnel, equipment, mass care etc)	

NEMA Form: OMS 1 - May 2003

SAMPLE LOCAL DISASTER DECLARATION

A Disaster Declaration must be issued prior to requesting state or federal assistance.

A Disaster Declaration for a city or village should be transmitted through the County Emergency Management Director.

The County Board should also declare a disaster using this same form.

The following is a sample of the language that should be retyped onto the jurisdiction's official letterhead before submitting it to the State EOC.

***** Adams County (or affected city/village) has suffered from a _____ (i.e., disastrous tornado strike) that occurred on _____ (include date(s) and time) causing severe damage to public and private property, disruption of utility service, and endangerment of health and safety of the citizens of Adams County (or city/village) within the disaster area Therefore, the Chair of the Adams County Board of Supervisors (or the Mayor/Board Chair of) has declared a state of emergency authorized under Nebraska State Statute R.R.S. 81-829.50 on behalf of Adams County (or city/village), and will execute for and on behalf of Adams County (or city/village), the expenditure of emergency funds from all available sources, the invoking of mutual aid agreements, and the applying to the State of Nebraska for assistance from the Governor's Emergency Fund and any other resources he/she deems necessary in the fulfillment of his/her duties. WITNESS my hand and the seal of my office Chair, Adams County this _____, 20___. Board of Supervisors (or Mayor/Board Chair of affected jurisdiction or by appointed authorized representative) County (or City/Village) Clerk Date

EMERGENCY/DISASTER CHECKLIST FOR OBTAINING STATE/FEDERAL ASSISTANCE

 Is the emergency/disaster response and/or recovery requirement beyond your jurisdiction's capabilities?

YES NO

2. Have you requested mutual aid?

YES NO

If NO, mutual aid resources are listed in the Annexes appropriate to the functional area. (Example: For fire, refer to Fire Services - Annex F; medical - Annex G; law enforcement - Annex H)

3. Have you made an initial assessment of damages and resource requirements?

YES NO

If NO, Damage Assessment instructions are in Annex C.

4. Has a Local Disaster Declaration been made by the Chief Executive?

YES NO

If NO, see Sample Local Disaster Declaration on preceding page.

5. Do you need assistance in obtaining some resources?

YES NO

6. Do you anticipate needing financial assistance from the State or Federal Government?

YES NO

7. Are you maintaining financial records on the expenditures of local resources during the disaster? (See Annex L.) (Financial expenditures must be documented under Governor's Emergency Fund Procedures or to prove local share under a Presidential Disaster Declaration.)

YES NO

8. Have you determined what assistance you need and how that assistance will be utilized?

YES NO

If NO, go to #9.

ADAMS COUNTY LEOP ANNEX A
ATTACHMENT 5

EMERGENCY/DISASTER CHECKLIST FOR OBTAINING STATE/FEDERAL ASSISTANCE (continued)

9. Do you need State or Federal assistance to complete the damage assessment process?

YES NO

10. Have you notified the Nebraska Emergency Management Agency?

YES NO

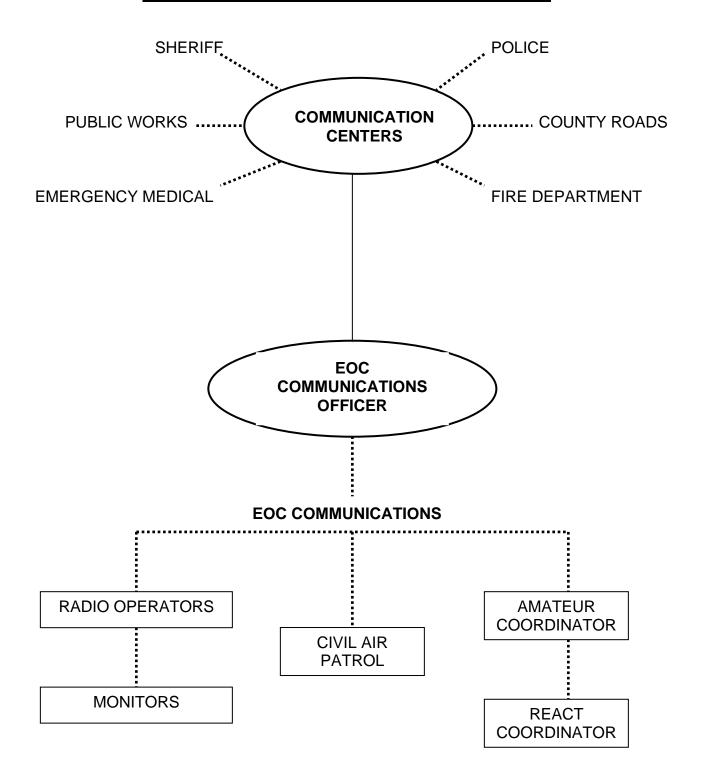
If NO, notify as follows:

Call 1-877-297-2368 (toll free)

- or -

Hastings Emergency Center NAWAS Warning Point

COMMUNICATIONS AND WARNING



COMMUNICATIONS AND WARNING

I. <u>PURPOSE</u>

This Annex provides information and guidance concerning available communications and warning systems within Adams County. The total communications and warning system is discussed, and procedures for its use during emergency operations are outlined.

II. <u>SITUATION</u>

The Hastings/Adams County 911 Center, Mid Rivers 911 Center and the Adams County Sheriff utilize their own respective communications. These three Communications Centers are staffed on a 24-hour basis. Sufficient communications and warning equipment is available to provide communications necessary for most emergency situations. In disasters, augmentation may be required.

- A. Hazards vary in predictability and speed of onset; therefore, time available for warning may vary from ample to none.
- B. Adams County has facilities requiring specific warning that a hazard exists. These include: one hospital; nursing home facilities; State Mental Health and Abuse Rehab; numerous educational facilities including elementary, middle and high schools as well as two higher educational learning facilities; day care centers, INS Detention Center; jail; various village, city, county governmental facilities; manufacturing plants; large public occupancy areas for retain, commercial sales; assembly facilities; numerous parks. Emergency response vehicles may be needed to help warn these facilities.
- C. Agreements exist between the United States, Russia, and other countries to reduce the risk of nuclear war because of an accidental, unauthorized, or other unexplained incident involving a nuclear weapon. Warning would be disseminated over the National Warning System (NAWAS) if such an unlikely incident threatened the United States.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Communications and warning are vital to the effective and efficient preparedness, response and recovery activities during emergency operations.
- B. Some people that are directly threatened by a hazard may ignore, not hear, or not understand the warnings issued.

C. Volunteer radio groups such as REACT, Civil Air Patrol, and local/regional amateur radio clubs may respond to the Adams County upon notification of a disaster.

IV. ORGANIZATION/RESPONSIBILITIES

The communications and warning function will be under the direction and coordination of the Communications Officer of each emergency service, i.e., the Hastings/Adams County 911 Center, Adams County Sheriff, Hastings/Adams County EOC, and Mid Rivers 911 as they operate from separate facilities. The various communications are under the direction and coordination of the agency in charge of combined communication centers. Specific roles of various departments involving communications functions are maintained through standard operation procedures. Major emergency/disaster related communications fall under the general responsibility of Emergency Management as a part of Direction and Control.

- A. The Communications Officer is responsible for the supervision of all activities within their respective communications center, to include maintaining a current roster of personnel to ensure recall on short notice. General areas of coordination may include emergency dispatch, warning, general communications.
- B. Emergency Management Communications: assists jurisdictions by coordinating amateur, Civil Air Patrol, and/or business band radio operators and equipment.

V. CONCEPT OF OPERATIONS

A. Communications

1. The Emergency Operating Center (EOC)

- a. The EOC is equipped with adequate communications equipment to transmit and receive pertinent information during disaster operations. (See Attachment 2 for communications capabilities.)
- b. In the event of commercial power failure, a back-up emergency generator will provide power for essential equipment in the EOC and communications center.
- c. Telephone service during emergency operations is accommodated through 200 installed and readily available telephone lines from the Hastings/Adams County EOC to the local telephone exchange.
 - 1) Cellular phones during disaster operations may quickly fail due to system overload or loss of one or more cellular towers in or near the

County. Prior arrangements with the cellular provider(s) may enable use of selected cellular phones.

- 2) Priority of service restoration, both cellular and non-cellular, shall be established by the Executive Group and/or the Communications Coordinator. Current standard operational procedures give priority to Emergency Management communications needs during a major emergency or disaster.
- d. The Adams County Emergency Management office maintains a mobile communications center, which can provide multi-agency communications at Emergency Operation Locations, city/village EOCs, and other locations where coordinated communications are needed. Communications capabilities include:

Adams County Sheriff Rural Metro Medical Adams Co Highway NE Med Net Med 10 Emergency Mgmt Aircraft Frequencies Buffalo Co Sheriff Hall Co Highway Dept Clay County Fire	Hastings Police Hastings Utilities NE Sheriff's Net Med 1 Cellular Phone Clay Co Sheriff Minden Sheriff GI Police Hall Co Engineer Adams Co Fire	Hastings Fire Hastings Engineering NE Fire Net Med 9 Storm Net/Buses Hall Co Disaster Net Hall Co Sheriff Hall Co Emergency Mgmt Grand Island Fire Hastings Fire Tach 3
Clay County Fire Hastings Police Tach 4	Adams Co Fire	Hastings Fire Tach 3

Also included are cellular phones, aircraft frequencies and L/H/UHF

2. Hastings/Adams County Communications Center (911)

- a. The Hastings/Adams County Communication Center is located in Hastings, adjacent to the EOC, and provides services to various public safety agencies. Radio frequencies used on a daily basis are listed in Attachment 2.
- b. The Hastings/Adams County 911 Communications Center is a warning point for the National Warning System (NAWAS). Warnings received via the NAWAS include the National Weather Service's severe weather warnings.
- c: Antennas are located at various locations including: The Emergency Operations Center, Mary Lanning Hospital, Hastings Police Department, NPPD Communications Tower, Adams County Communications Tower, Hastings Parks Department, and at other locations within Adams County.

3. Adams County Sheriff's Office

a. The Adams County Sheriff's Office is located at the Adams County Courthouse in Hastings. The frequencies used on a daily basis are listed in Attachment 2.

- b. Antennas are located at the Courthouse, Adams County Communications Tower, Emergency Operations Center, and at other locations within Adams County.
- c. The Sheriff's Office is not equipped with auxiliary power to continue operations should a power outage occur. Some communications within the Sheriffs Department do have uninterruptible power supplies on some equipment that will allow for several hours of operation in the event of power loss.

4. Nebraska State Patrol

- a. The Nebraska State Patrol Troop headquarters in Grand Island provides service to Adams County. Frequencies used on a daily basis are listed in Attachment 2.
- b. The Nebraska State Patrol Mobile Command Post can provide communications resources with an emphasis on law enforcement operations. By using programmable equipment it is capable of transmitting and receiving on any frequency within the following ranges:

1) VHF Low Band 29.7 to 50.0 mHz.

2) VHF High Band 148.0 to 174.0 mHz.

3) UHF 450.0 to 470.0 mHz.

5. Other Jurisdictions

Communication capabilities exist in other jurisdictions within Adams County and are listed in Attachment 2.

6. Amateur Radio

The Adams County Amateur Radio Club may support Adams County by providing additional communications to support the Emergency Management response and recovery operations in the event of a disaster. The Amateur Radio Club does maintain a communications center at the Adams County Red Cross Office located in Hastings. Amateur radio operators will relocate with their equipment to the designated operating location if field communications are needed to support disaster operations.

7. Civil Air Patrol (CAP)

During disaster situations, members of the Hastings Squadron and the Nebraska Wing of the Civil Air Patrol can support Adams County disaster relief operations with VHF and HF frequency radios as well as assist with damage assessment, disaster welfare inquiries, and aerial reconnaissance/damage assessment. A written inter-local cooperation agreement exists with CAP for emergency utilization of their resources for emergency or disaster operations. The inter-local agreement is administered through Emergency management.

8. REACT - Grand Island/Hall County Emergency Management

A mutual aid agreement does exist with Hall County which includes the ability to request communications support utilizing the Hall County REACT mobile communications van. A request for communications support involving this equipment is to be made through Hall County Emergency Management.

9. Communications Protection Radio

- a. Lightning is guarded against by using standard lightning protective techniques during severe weather.
- Wind can damage antennas but with multiple locations and planning, alternate or temporary antennas can be utilized for some communications systems.

B. Warning

- The National Warning System (NAWAS): a Federal system of high priority, dedicated communications. The Communications Officer at the Nebraska Emergency Management Agency in Lincoln is responsible for operation of the system.
 - a. The Nebraska NAWAS System is part of the National Warning System.
 - b. The State Warning Point is established at the Nebraska State Patrol Headquarters, and the State Emergency Operating Center is designated as the Alternate State Warning Point.
 - c. Although warning information can originate from several sources, all relevant warning information is passed via NAWAS to appropriate warning points within the State.
 - d. From the NAWAS warning points, information is disseminated to county warning points, by the Sheriff's Radio Network (39.9 mHz). This system

is outlined on the map of the Nebraska Emergency Management Warning Network (Attachment 4).

2. Notification of Key Officials

- a. The Hastings/Adams County 911 Center dispatcher will alert city/village and county officials, the Adams County Emergency Management Duty Officer, and others on the Adams County EOC staff. Refer to the Notification Chart in Attachment 1.
- Pagers are utilized to provide warning to various governmental and nongovernmental agencies. See Attachment 2. Pagers are activated by the Hastings/Adams County 911 Center or the Emergency Operation Center.

3. Warning The Public

- a. The Hastings/Adams County 911 Center will provide warning to the public by activating fixed sirens, either simultaneously or individually; sirens are radio activated in Adams County.
- b. The authority to activate the sirens in each jurisdiction is outlined in policy established by elected officials; i.e., the City of Hastings will sound sirens when a tornado is sighted within a seven-mile circle of the City. Supervision of outdoor warning systems is the responsibility of Emergency Management. Generally, authority to activate sirens rests with Emergency Management, Law Enforcement, Fire Departments, and designated weather spotters. Sirens may be activated for severe storms, tornadoes, hazardous materials accidents, evacuation, floods, and any other event for which the public is to be given warning. The activation of outdoor warning sirens for either the alert or attack signal means that the general public is expected to tune in to local broadcast media for specific warning information.
- c. Warning to the public may also be provided by loudspeakers or sirens on emergency vehicles and/or by immediate broadcast via electronic media outlets.
- d. NOAA weather radio does provide service to all areas of Adams County and can be used for major emergency warning in addition to severe weather situations. NOAA Weather Radio is also monitored by local radio and television outlets through the EAS network.

4. Tornado Watch:

Adams County has an established severe storm spotting program through Emergency Management. Assistance is obtained from rural spotters, amateurs, and law enforcement personnel. Reports from amateur spotters are made to an amateur radio control point who in turn contacts the National Weather Service (NWS) or the EOC via radio or telephone. Reports from the public or other observers are generally made to either the NWS or a public safety answering point. Law enforcement personnel make contact directly to their respective agency. In the event phone liens to the EOC are busy, the alternate agency to notify is Hastings/Adams County 911 Center.

5. Flood Watch/Warning

- a. Emergency Preparedness Plans for the Northwest Watershed/Dam have been developed by the Big Blue Natural Resources District. These plans include notification lists whereby the appropriate officials are contacted. Based upon the situation, residents in the area may be given emergency information or evacuated based upon the exact circumstances of the situation. Reference Annex E, Appendix 1 for operational procedures.
- b. Flood watch/warning procedures are conducted by the National Weather Service in Adams County. During periods when the potential for severe flooding is increased, the NWS obtains scheduled river gauge readings and forwards the information to the Omaha National Weather Service Office in Valley and to the National Weather Service Forecast Center in Kansas City where flood watches/warnings are issued.
- c. The public is notified through electronic media, NOAA Weather Radio, radio decoders, and two-way radio.

6. Hazardous Materials Incidents

a. The owner of a facility is required to notify the State Department of Environmental Quality (DEQ) upon discovery of a release of a hazardous substance of 10 pounds or greater, according to DEQ Regulation Title 126. A fixed facility that has a release of an extremely hazardous chemical above the 302(a) reportable quantity (RQ) of SARA Title III requires notification under section 102(a) of CERCLA, shall notify, immediately after the release, the Adams County Local Emergency Committee (LEPC) Administrative Office who will then contact the Community Emergency Coordinator (CEC) identified in Annex F, IV, B, for any area likely to be affected by the release and the State Emergency Response Commission of any state likely to be affected by the release. This notification will be by the most expedient means possible.

b. A transportation incident of a substance subject to 302(a) requirements shall satisfy notification requirements by dialing 911 or, in the absence of a 911 system, calling the operator.

- c. The notification requirements under section 304(b) will be met by using the "Hazardous Materials Incident Report" Attachment 3 of the Hazardous Materials Appendix, Annex F. This information should be given to the extent known at the time of notification.
- d. The public is notified through use of electronic media, outdoor warning sirens, public safety vehicle PA systems or sirens, and/or use of telephone. Indoor warning systems may be used where appropriate.
- 7. <u>State Emergency Alert System (EAS):</u> provides disaster information and instruction to the public through the electronic media. See Attachment 5.
- 8. <u>State Wide Activation</u>: the Governor, the Nebraska Emergency Management Agency Director, and the Omaha National Weather Service Office in Valley have the authority to activate the State Emergency Alert System to provide information to the public.
- 9. <u>Localized Activation</u>: local officials may request activation of an EAS Local Station (LP-1) in their respective EAS Operational Area to provide information to the people in that area. The Emergency management Office maintains EAS activation equipment that can be monitored by local media outlets. EAS activation can be made for any civil emergency situation.
- 10. <u>Cable TV Access:</u> if conditions warrant, the capability exists to override some cable television in Adams County to broadcast emergency information; this can be accessed by Emergency Management.
- 11. By law, the Nebraska Education Television Network will provide text decoded emergency information that includes severe weather warnings and reports from the National Weather Service. Many commercial television stations will also broadcast emergency public information text.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

A. Records

The Executive Group will ensure that adequate records of local government communications expenses are maintained.

B. Training

Each agency or organization assigning personnel to the EOC for communications and warning purposes is responsible for ensuring that those individuals are adequately trained to use the equipment, are familiar with the procedures of the EOC, and understand the unique operating procedures.

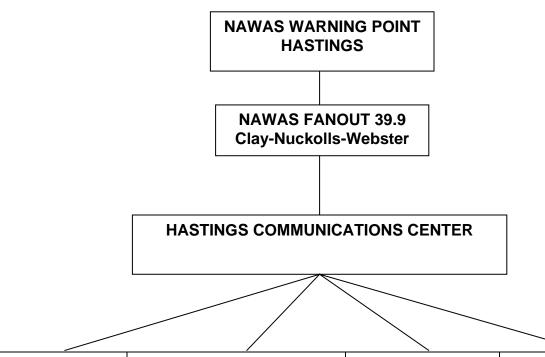
C. Plan Maintenance

The Communications Officer(s) will be responsible for assisting the Emergency Management Director in the maintenance and improvement of this Annex. The Annex will be reviewed, updated, and modified as necessary, but not less than annually.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	Notification Chart	B-11
2	Pager Distribution List	B-12
3	County Communication Capabilities	B-13
4	NAWAS Network (Map and Directions)	B-16
5	Nebraska EAS Operational Areas	B-18

NOTIFICATION CHART



MEDIA	GOVERNMENTAL	FIRE DEPARTMENTS	NON- GOVERNMENTAL
KHAS AM 1230	Hastings Police	Hastings VFD	Adams County
Hastings	Departments 460.100		Schools
KEZH-FM 101.5	, , , , , , , , , , , , , , , , , , , ,	Hastings Rural	
Hastings	Management 39.50	VFD	
KHAS-TV Ch.5	County Board Members	Holstein VFD	Mary Lanning
Hastings			Hospital
KLIQ-FM	Mayor of Hastings	Juniata-Prosser	
Hastings		VFD	
Hastings Tribune	Board Chairs Adams County Villages	Kenesaw VFD	
Charter Cable	Fire Services 460.060/39.98	Roseland VFD	
	Hastings Utilities 158.190	Spotters 155.085	
	Paramedics 462.975		
	Hastings Engineering		
	158.760		
	Medical 39.82/462.175		

ADAMS COUNTY LEOP ANNEX B ATTACHMENT 2

PAGER DISTRIBUTION LIST

		Radio Call
Adams County Emergency Management - EOC Staf Adams County Emergency Management Director		6140 6142
Adams County Deputy Emergency Management Coordinator		
Adams County Deputy Emergency Management Co	ordinator	6143
Adams County Communications Chief		6145
Adams County Assistance Communications Chief		6146
Adams County Special Services Unit 1499		6147
Adams County EOC Communications Unit	(Eight Pager Units)	
Adams County Emergency Management Secretary		6148
Adams County Spotter Division	(Multiple Pager Units)	
Village of Ayr		
Emergency Management Coordinator		61410
Emergency Management Deputy Coordinator		61411
Village of Holstein		
Emergency Management Coordinator		61470
Emergency Management Deputy Coordinator		61471
Village of Juniata		
Emergency Management Coordinator		61480
Emergency Management Deputy Coordinator		61481
Village of Kenesaw		
Emergency Management Coordinator		61485
Emergency Management Deputy Coordinator		61486
Village of Prosser		
Emergency Management Coordinator		61482
Emergency Management Deputy Coordinator		61483
Emergency Management Deputy Coordinator		61484
Village of Roseland		
Emergency Management Coordinator		61475
Emergency Management Deputy Coordinator		61476
Village of Trumbull		
Emergency Management Coordinator		61425
Emergency Management Deputy Coordinator		61426

ADAMS COUNTY COMMUNICATIONS

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION	
Hastings Communication Center 1313 North Hastings Avenue Hastings & EOC.	39.90 T/R 460.600 39.98 T/R 460.100	Law Enforcement (Sheriff) Fire Services (Hastings Fire) Fire Services Law Enforcement (Hastings) Medical Paramedic Dispatch Med 10; Paramedic Dispatch City Utilities Emergency Management Hastings Engineering Hastings Spotter & Schools Mutual Aid (Hall County) City Paging County Paging EAS Law Enforcement (State Patrol) HF & 2 meter Radio Systems EMS Radio network.	
* Denotes in E.O.C. Only ** Denotes not located in EOC	39.82 T/R 467.975 T 462.175 R 158.190 T/R 39.50 T/R 158.760 T/R *155.085 T/R *155.820 T/R 154.070 R 152.075 R *161.670 T/R 42.34 R *Amateur Radio		
Adams County Sheriff's Department County Courthouse 4th and Denver Streets Hastings	*Med 9 * 453.625 *Public Safety Scann 458.750 T 463.750 R 39.90 T/R 42.34 R 39.50 39.98 453.625 460.100 39.82 UHF	EMS Radio network. Adams County Highway Dept.	
Hastings/Adams County Mobile Command Post 1313 North Hastings Avenue	39.5 0T/R 39.90 T/R 39.98 T/R 42.34R 460.100 39.82 T/R	Adams County EM Nebraska Sheriff's Net Nebraska Fire Net NSP Receive Hastings Police Nebraska Medical	

ADAMS COUNTY COMMUNICATIONS (continued)

FREQUENCY/	CADADILITY	FUNCTION
AGENCY/ADDRESS	CAPABILITY	FUNCTION
Mobile Command Boot (continued)		
Mobile Command Post (continued)	155.820 R	Hall County Mutual Aid
	161.670 T/R	Adams County EAS
	39.86 T/R	Clay County Sheriff
	39.00 1/10	
		Hall County Engineer Grand Island Engineer
	154.160 R	Grand Island Fire
	154.760 R 158.760 R	
	100.700 K	Hastings Engineering
		Kearney Co. Sheriff Buffalo Co. Sheriff
		Aircraft Radio T/R
	Med 1	Medical Paramedic
	Med 9	
	Med 10	Medical Picpotch
		Medical Dispatch
	155.085 R	Hastings Spotters oCitizens Band Radio
	Scanner has capabil	illes
	for monitoring	
	other agencies	
Ayr	39.98 T/R	Fire Service
	154.070 R	Siren Decoder
	460.600	Fire Frequency
	155.085	Spotters Net
Holstein	39.82 T/R	Medical Net
	39.50	Emergency Mgmt.
	39.90 T/R	Law Enforcement
	39.98 T/R	Fire Service
	Med 9	EMS/Fire
	155.085	Spotters Net
Juniata	39.90 T/R	Law Enforcement
	39.98 T/R	Fire Service
	39.50	Emergency Management
	39.82	Medical
	154.070 R	Siren Decoder
	155.085	Spotters Net

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
AGENCI/ADDICESS	CAFADILITI	TONCTION
Kenesaw	39.82 T/R 39.90 T/R 39.98	Medical Net Law Enforcemen Fire Service
	154.070 R	Siren Decoder
	39.50	Emergency Mgmt.
	155.085	Spotters Net
Prosser	39.90 T/R	Law Enforcement
	39.98	Fire Service
	39.50	Emergency Mgmt.
	39.82	Medical
	154.070 R	Siren Decoder
	155.085	Spotters Net
Roseland	39.82 T/R	Medical Net
	39.90 T/R	Law Enforcement
	39.98	Fire Service
	Med 9	EMS/Fire
	155.085	Spotters Net
	154.070 R	Siren Decoder
Trumbull	39.98 T/R	Fire Service
	155.85	Spotters Net
	154.070	Siren Decode
	39.90	Law Enforcement
	39.50	Emergency Mgmt.
Mary Lanning Hospital	39.82 T/R	Emergency Medical
	463.000 T	Med 1 (Paramedic and Doctor)
ALL PAGERS	152.0075	Emergency Management
	154.070	Fire/Police/Equip. Decoders Indoor Warning
		Outdoor Warning

National Warning System (NAWAS) Emergency Management Warning Procedures

Tests:

The State Warning Point for NAWAS is at the Nebraska State Patrol Headquarters, Lincoln. A daily operational test, using a dedicated telephone line, is sent to each Nebraska Warning Point (see map).

The Alternate State Warning Point is at the NEMA Emergency Operating Center, Lincoln. A weekly roll-call or Fan-out test designated as, "TEST, TEN-ONE-ZERO-ONE (10-101)" is accomplished. The test message is relayed by radio from the Warning Points areas to the counties.

Each Warning Point will report to the Alternate State Warning Point either a:

Positive report from all counties in its area by an "ALL CONFIRMED" message, or a

Negative report when fan out stations do not respond such as:

Grand Island:
Alternate State Warning Point:
Grand Island:

Alternate State Warning Point

"Grand Island to Nebraska Alternate"

"This is Nebraska Alternate, OVER"

"Negative copy, Howard and

Merrick Counties, OVER"

"ROGER, Nebraska Alternate, OUT".

Warning or Attack:

State actions:

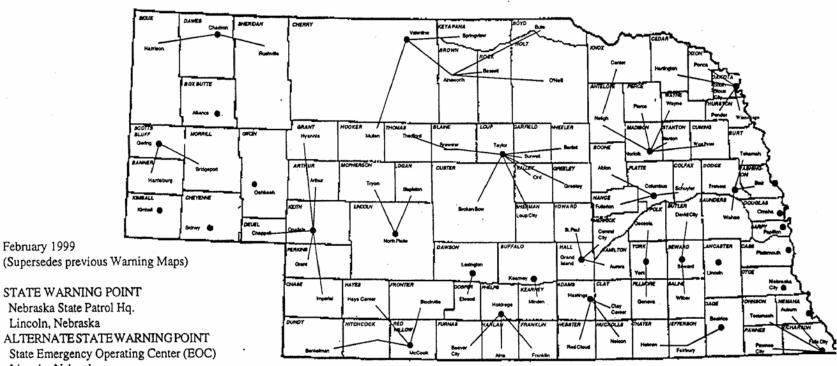
When a warning is received, the operator at the State Warning Point will clear the NAWAS network of all traffic, transmit the warning and then receive acknowledgement of the warning from each Warning Point. The Alternate State Warning Point provides a backup means of disseminating tactical warnings. The area Warning Points will immediately disseminate any warnings over the secondary warning network (39.9 MHz., Sheriff's radio network, see map on opposite side) thereby alerting each county in the State.

Locations:

Due to the large number of stations involved (93 counties), counties will acknowledge receiving the warning message to their respective Warning Points (NAWAS). Acknowledgement from the Warning Points will then be transmitted to the State Warning Point or to the Alternate.

The dissemination of the warning and warning information within the counties and municipalities is the responsibility of the Sheriff and/or local Police in accordance with the county Local Emergency Operations Plan (LEOP). The goal of the "Attack/Warning" is to reach all persons potentially affected in adequate time to either "Take Cover" or complete other necessary actions.

Nebraska Emergency Management Warning Network



Lincoln, Nebraska NAWAS - (National Warning System)

Special Telephone Lines

- RADIO - (Sheriff's Net) 39.9 MHz

February 1999

Lincoln, Nebraska

Each Warning Point can ascertain its area of warning responsibility by following the arrows from a Warning Point

Warning Points will relay the warning or test to its respective counties.

All persons involved in the Nebraska Warning System should be aware that the Emergency Management FAN-OUT TESTS are termed.

"Test, Ten-One-Zero-One".

- *Beatrice, Police Department

- *Columbus, Police Department
- Cooper Nuclear Power Station
- *Dakota County, Emergency Management Agency Ft. Calhoun Nuclear Power Station
- *Fremont, Police Department Fremont EOC
- *Garden County, Sheriff's Office Goodland, Kansas Weather
- *Grand Island 911 Center Grand Island EOC

NEBRASKA NA WAS SERVICE POINTS

*Hastings, Emergency Center

*Holdrege, Police Department

*Kearney Buffalo Co. CommCenter

*Kimball Consolidated Comm Ctr

Hastings EOC

Kearney EOC

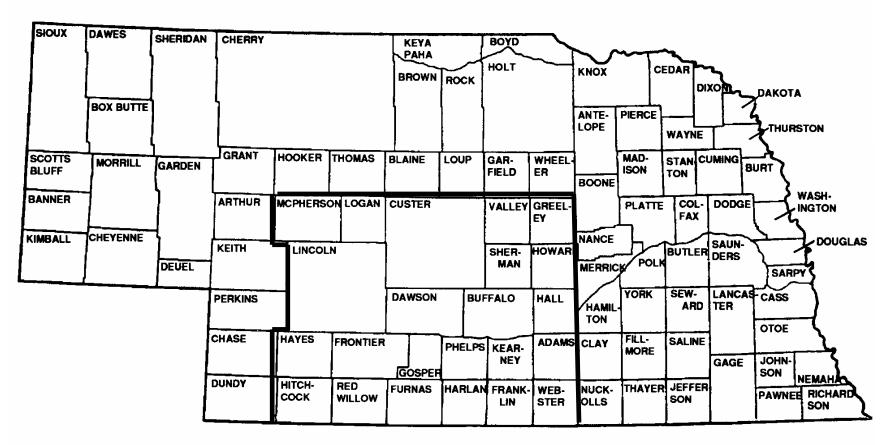
Hastings Weather

- *Alliance, Police Department
- *Chadron, Police Department
- *Cheyenne County, Sheriff's Office
- Cheyenne, Wyoming Weather
- - Kimball EOC *Lexington, Police Department
 - *Lincoln Emergency Communications Lincoln EOC
 - *McCook, Police Department Nebraska Public Power, Doniphan
 - *Norfolk, Police Department
 - *North Platte, Police Department North Platte Weather Service *Ogallala, Police Department

- *Omaha Commo, Div., Public Safety Dept. Omaha/Valley Weather Service
- *Otoe County, Sheriff's Office Otoe County EOC
- *Papillion, Sarpy Co Sheriff's Office
- *Plattsmouth, Sheriff's Office
- *Richardson County, Sheriff's Office Richardson County EOC
- *Scotts Bluff County Consolidated Communications Center
- *Seward, Sheriff's Office Sioux Falls Weather, South Dakota
- *Taylor, Reg 26 Communications Center
- *Valentine, Cherry Co Sheriff's Office
- *York, Sheriff's Office York EOC

*24 Hour Active Warning Points

Nebraska Emergency Alert System Operational Area 2

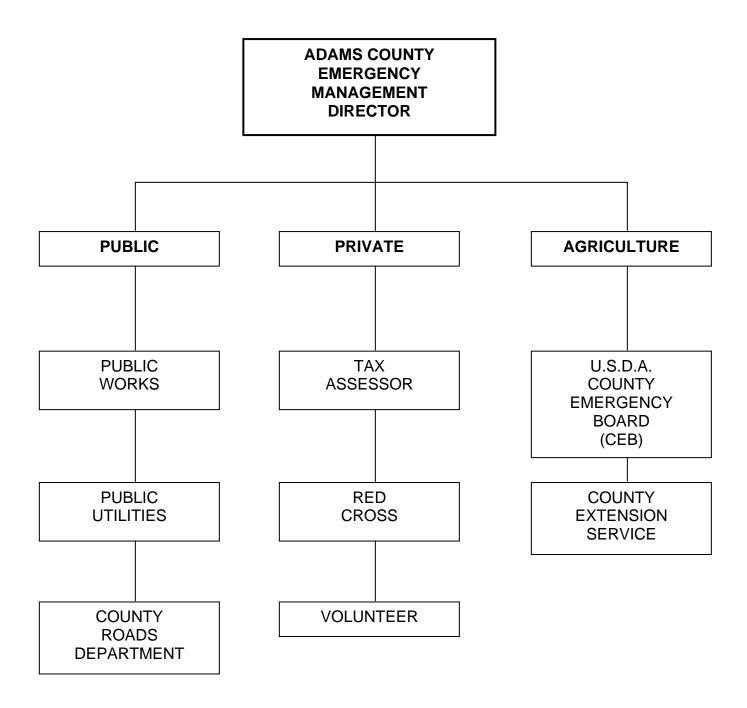


Local Stations (LP-1) in Area 2

Broken Bow KCNI-am 1280
Broken Bow KNJP-fm 92.1
Grand Island KRGI-am/fm 1430/96.5
Grand Island KGIN-TV Channel 11
Hastings KHAS-am 1230
Hastings KROR-fm 101.5

Hastings KHAS-TV Channel 5 Kearney KGFW-am 1340 Kearney KQKY-fm 105.9 Kearney KHGI-TV Channel 13 Lexington KRVN-am/fm 880/93.1 McCook KBRL-am 1300 McCook KIOD-fm 105.3 McCook KSNK-TV Channel 8 North Platte KODY-am 1240 North Platte KJLT-fm 94.9 North Platte KNOP-TV Channel 2

DAMAGE ASSESSMENT



DAMAGE ASSESSMENT

I. <u>PURPOSE</u>

This Annex describes damage assessment procedures necessary to gather data and evaluate information to determine the extent of damage and the impact on the community and county resulting from a disaster.

II. <u>SITUATION</u>

Adams County is situated in an area considered highly susceptible to numerous disasters that have the potential to cause extensive damage to both public and private property. In the event of a disaster, planned damage assessment procedures are essential for effective response and recovery operations.

III. <u>ASSUMPTIONS</u>

- A. The prompt and accurate assessment of damage to public and private property following a disaster will be of vital concern to local officials. A rapid response will have a direct bearing on the manner in which recovery is affected in Adams County.
- B. For any emergency involving radiological materials, the Nebraska Health and Human Services System has sole responsibility for making technical assessments. However, it is conceivable that the Department could request some assistance from local radiological staff during an emergency.
- C. The State Department of Environmental Quality is responsible for decisions on the scope of clean up operations from a hazardous materials incident.

IV. ORGANIZATIONAL RESPONSIBILITIES

A. <u>Incident Assessment</u>

The Hastings Building Inspector will serve as Damage Assessment Coordinator on the Emergency Management Staff during major disaster situations. Specific responsibilities may include, but are not limited to, the following:

1. Establish a point of contact with officials of affected jurisdictions and determine approximate area affected.

2. Alert and activate damage assessment teams and provide team briefings on the following:

- a. Procedures, checklists, forms, etc.
- b. Point of contact in the affected area,
- c. Specifics of the disaster,
- d. Schedule of receiving assessment information,
- e. Procedures to authenticate damage assessment data.
- 3. Provide updated information to the Executive Group. Information should be readily available in the EOC.
- 4. Coordinate with the Public Information Officer to keep the public informed of hazardous conditions.
- 5. Provide for posting of unsafe bridges, buildings, and roads.
- 6. Consolidate damage assessment data and prepare reports.

B. Record Keeping

Each public and private agency will keep complete records of resources and personnel involved in the response to the emergency or disaster for use in determining the extent of impact of the incident on the jurisdiction.

C. <u>Damage Assessment Teams</u>

Damage assessment teams will consist of primarily local government employees. When necessary, private section personnel from the fields of engineering, building trades, property assessment, and other related areas will be used to supplement existing team members. When the need for specialized assistance occurs, appropriate personnel will be added to the teams. After a major disaster, the Disaster Assistance Taskforce of Nebraska (DATNE) may assist in damage assessment; they will provide building inspectors, architects, and structural engineers to assess and inspected damaged buildings. Contact with this group may be made through the Nebraska Emergency Management Agency.

D. Public Damage Assessment

1. Assessment to public buildings (city/village/or county government owned is the responsibility of the Building Inspector, Hastings City Engineer, or County Highway Department, and/or contracted specialized assistance.

 Damage assessment of county roads, bridges, and culverts will be accomplished by the Adams County Highway Department and assessment of the damages to city streets will be done by the Hastings City Engineer. Village's street, culvert, and bridge assessment may result in a request to the Nebraska State Department of Roads, or other specialized assistance as necessary.

2. Assessment of damages to public utilities, (electricity, gas, water, sewers) will be accomplished by one of the following: Hastings Utilities, NPPD, southern Public power District or other specialized assistance. Privately owned utility companies will conduct their own damage assessment.

E. <u>Private Damage Assessment</u>

- Members of damage assessment teams will assess damages sustained by private businesses and individuals; the report will be given to the Damage Assessment Coordinator.
- 2. Red Cross conducts an independent damage assessment survey to analyze the situation and determine human necessities. The results of their survey may be useful as a cross check. Insurance company adjusters/appraiser teams are another source of damage information.

F. <u>Agricultural Damage Assessment</u>

The Farm Service Agency (FSA) will accomplish assessment of agricultural damages with assistance from other USDA agencies, as needed. All information will be forwarded to the USDA State Emergency Board and may be available to the Damage Assessment Coordinator.

G. <u>Radiological/HazMat Damage Assessment -</u> Industrial/Transportation Incident/Accident

- In the event of a radiological incident, local damage assessment response will be limited to obtaining radiological readings to detect the actual hazard. The Health and Human Services System will accomplish detailed hazard assessment to determine possible threat to population and livestock. See Annex F.
- In case of a hazardous materials incident, local response will be limited to the level of training as defined by standards set by their employer in compliance with regulations.

H. Inspections

Safety inspection of residences and businesses to determine habitability may be accomplished by the Hastings Building Inspector assisted by Fire/Utility/other

inspectors and/or the disaster Assistance Task Force of Nebraska teams if activated. The assistance of the State Fire Marshal may be requested. Data obtained during safety inspections will be included in damage assessment reports.

V. CONCEPT OF OPERATIONS

A. <u>Initial Assessment</u>

- 1. Facilities considered critical for emergency operations, the health, welfare and safety of the people and for timely dissemination of public information are listed in Attachment 1. Survey of the facilities will be given high priority during initial damage assessment.
- 2. Local government officials should conduct a windshield survey of the damaged area using all available resources (fire, EMS, Law Enforcement, Utility Staff, Street & Engineering, as well as volunteers) as soon as possible following a disaster. See Attachment 1. Early identification of problems affecting the population will enable the Executive Group to make prompt and efficient decisions concerning resources available and needed.
- Initial information may include a rough idea of the area involved. Later information would indicate the number of homes, businesses and public buildings involved.
- 4. After rescue operations have been concluded, more detailed information should be gathered to complete the Incident Status Report. This information will be gathered from the organizations and agencies involved and provided to the Executive Group and NEMA.

B. <u>Detailed Damage Assessment</u>

- Using the information from the completed Incident Status Report, and at the request of local government, the decision will be made to gather the information necessary to declare a State or Federal Disaster. If there is a possibility of a Federal declaration, a joint Federal/State team will complete a Preliminary Damage Assessment (PDA).
- The Nebraska Emergency Management Agency and the Federal Emergency Management Agency will send teams of damage assessment officials who will work with local officials to gather the necessary information and complete the proper forms.

a. The teams will conduct training and briefing to Local Officials on how they will conduct their assessment.

- b. The teams will provide forms and personnel to complete the assessment.
- 3. Local officials will provide assistance to aid the State and Federal team members in the gathering of information and records of resources and personnel needed to complete the assessment.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

The Emergency Management Director will review and update this annex annually as needed. A listing of key facilities will be maintained in the Adams County EOC for the City/County and Villages.

LIST OF ATTACHMENTS

Attachment #	<u>Title</u>	<u>Page</u>
1	Key Facilities	C-7

KEY FACILITIES

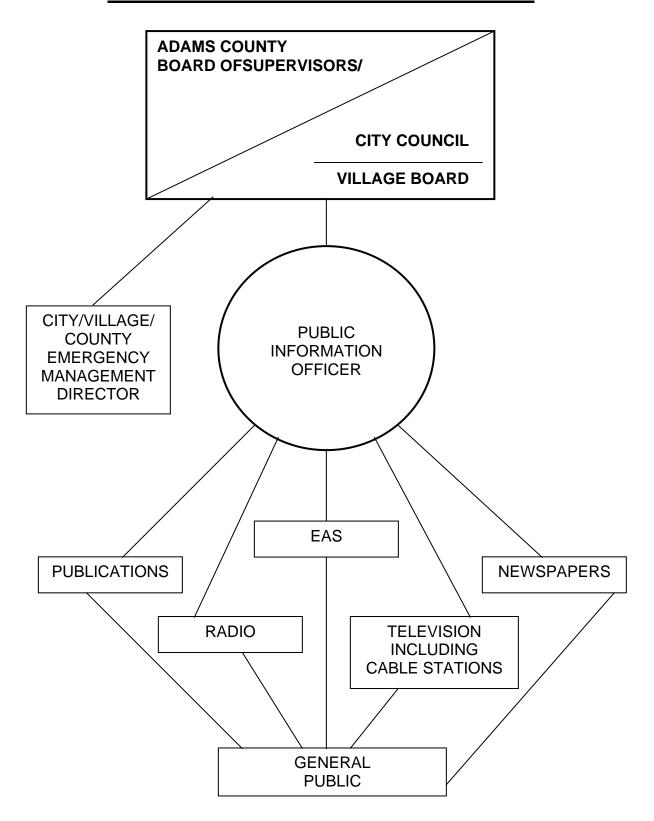
<u>Hastings</u>

1.	City Hall	220 North Hastings
2.	Police Station	317 S. Burlington
3.	City Engineering	1010 West A
4.	Utilities	12 th and Hastings
5.	Highland Park Fire Station	1313 N. Hastings
6.	Mary Lanning Hospital	7 th and St. Joseph
7.	Adams County Office Building	3 rd and St. Joseph
8.	Nebraska public Power District	East Highway 6
9.	Southern Nebraska Power District	East Highway 6
10.	Hastings Energy Center	East Highway 6
11.	Adams County Courthouse	4 th and Denver
12.	Rural Metro	1 st and Lexington
13.	County Engineering	2 West Hastings
14.	Lincoln Park Fire Station	1145 S. Hastings
15.	KHAS Radio	500 & J St.
16.	Hastings Tribune	908 West 2 nd
17.	Hastings Street Dept.	1010 West A

ADAMS COUNTY LEOP ANNEX C ATTACHMENT 1

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EMERGENCY PUBLIC INFORMATION



EMERGENCY PUBLIC INFORMATION

I. <u>PURPOSE</u>

The purpose of this Annex is to establish procedures for rapid dissemination of emergency public information and to outline the resources available. During an emergency/disaster, all levels of government are responsible for keeping the public informed of the situation as it develops. It is through a speedy and precise public information program that the populace will be advised of whether or not any hazard exists and gain knowledge of any necessary actions they will need to take to ensure their safety and survival.

II. <u>SITUATION</u>

- A. Adams County is in Operational Area 2 of the Emergency Alert System (EAS). One of the State Relay (SR) stations for Area 2 is KHNE-TV, Channel 29, Hastings. Stations KHAS-AM, KHAS-TV, and KICS-AM in Hastings are main primary (LP-1) stations. Initial weather alerts and warnings and national emergency warnings are disseminated from this station.
- B. Adams County officials will primarily use KHAS Radio in Hastings to broadcast emergency instructions and information directed to people within the County along with other media outlets outlined within the Adams County EAS Plan.
- C. Emergency public information may also be disseminated in Adams County through an over-ride capability of some cable television systems.
- D. There is one daily and one weekly newspaper in Adams County. Newspapers will be used for disseminating written instructions to the general public.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. There are small groups of non-English speaking people in Adams County. Most every household has members who can adequately read the newspaper and/or understand spoken English.
- B. Provisions have been implemented in Adams County for disseminating emergency information to persons with special needs.
- C. During and after a disaster, specific protective action information and advice to the public would be essential to maximize survival and protect property. Most members of the public would comply with official advice received by them.

IV. ORGANIZATION/RESPONSIBILITIES

A. Public information activities are directed by the Public Information Officer (PIO). The PIO is responsible for the collection, coordination, and dissemination of emergency public information.

- B. The Public Information Officer is the official spokesperson for the Mayor/Board Chair of towns and/or the Board Chair of the County Supervisors (according to the impacted jurisdiction). Each affected jurisdiction during disaster operations will likely have their own Pubic Information Officer; coordination may be necessary with a PIO on a countywide level. The PIO is a member of the EOC Staff and will coordinate all public information activities with the Chief Executive and the Adams County Emergency Management Director.
- C. The PIO may appoint a supporting staff to assist in the public information functions and ensure the capability of extended operations. Supporting functions may include:
 - 1. Distribution of emergency information, including broadcast and printed materials.
 - 2. Rumor Control,
 - 3. Coordination of emergency public information supplies and equipment requirements as well as volunteer support staff.
- D. The Public Information Officer at the Nebraska Emergency Management Agency, in a disaster situation, has the following responsibilities:
 - 1. Coordinates with and supports the Governor's Office,
 - 2. Coordinates with and supports the local government PIO,
 - 3. Releases information concerning the state's involvement and/or activities.
- E. The federal agency's PIO, when federal support is activated, will have the following responsibilities:
 - Coordinates with and supports the state and local government PIOs,
 - 2. Releases information concerning the federal government's involvement and/or activities.
- F. Volunteer and private organization PIOs should coordinate with the local Public Information Officer and release information concerning their own efforts.

V. CONCEPT OF OPERATIONS

A. Coordination

1. The public information program requires a coordinated flow of information from all levels of government and private agencies through a central release point to ensure that only accurate information is presented. See Attachment 1. This will be accomplished through:

- a. Coordination and exchange of information between all staff, department heads, and the PIO.
- b. Collecting, compiling, and verifying information before authorizing releases.
- c. Releasing information to the media at briefings by the Public Information Officer or an authorized representative. In Hastings, each department/entity that has their own public Information Officer will conduct briefings from a central location; the PIO for the City will facilitate this briefing.
- d. Establishing Rumor Control where citizens having questions can call to receive accurate and verified information. The set-up of Rumor Control must be coordinated with the Communications Officer to ensure adequate public service telephone capabilities. Telephone numbers for Rumor Control would be publicized by the media. In addition to answering questions from the public, telephone operators will pass rumor trends on to the PIO and assistance requests to the EOC.
- 2. Information regarding emergency shelters, feeding, and assistance programs will be disseminated throughout any emergency/disaster period.
- 3. As a situation develops, public education will be increased to use all available media resources.
- 4. Disaster information on radio/television and in the newspapers may be monitored to ensure the public is receiving accurate and timely information.

B. Information Dissemination

1. Media Release Center (MRC)

a. The Media Release Center is a designated point where the PIO will conduct news briefings and conferences. In Hastings, the Library, Chamber of Commerce, City Hall, Adams County Courthouse, or an area near the EOC are locations that have been designated where media

- briefings could be conducted. Village Halls or an established EOL are possible locations for media briefings in the villages in Adams County.
- b. Briefings and conferences will be held at regularly scheduled intervals, which will be determined at the time of the disaster.

c. A list of local radio/television/cable stations and newspapers is included in Attachment 2.

2. Radio And Television

- a. Information requiring immediate broadcast for a local area will be released to Radio and Television Stations: KHAS Radio, KHAS-TV, KICS Radio, KCNT Radio. Routine information will be given to the media through the Media Release Center briefings.
- b. EAS activation procedures: implementation of the EAS system will be in accordance with the Operational Plan for the Nebraska State Emergency Alert System.
- Printed Materials such as newspaper releases, flyers, brochures, etc. will be prepared and/or approved by the Executive Group and distributed at the direction of the Public Information Officer.
 - a. Printed materials, such as newspaper releases, flyers, brochures, etc. will be prepared and/or approved by the executive Group before release.
 - b. Printed materials will be delivered to local printing resources and distributed at the direction of the Public Information officer.

C. Support From State Agencies

- The Nebraska Emergency Management Agency is responsible for the collection, correlation, and dissemination of disaster-related information to appropriate state agencies and the Governor's Office. The Nebraska Emergency Management Agency will designate a Public Information Officer who will, during a State of Emergency, coordinate all state public affairs/information efforts with the Governor's Office or Governor's Press Secretary.
- 2. The Nebraska Emergency Management Agency has established procedures for rapid dissemination of hazard warning and disaster-related information to local government primarily through the National Warning System (NAWAS) and to the public through the Emergency Alert System (EAS). The Nebraska Emergency Management Agency will develop a system for distribution of printed materials in support of, and in conjunction with, the local governments.

 The Nebraska Emergency Management Agency will coordinate use of the state warning system to ensure that all methods of dissemination are available.

- 4. The Nebraska Education Television Network, in conjunction with the Nebraska Commission for the Hearing Impaired, will, by law, provide text decoding to the hearing impaired for all programming to include area and statewide disaster warnings.
- The Nebraska Emergency Management Agency's Public Information Officer will work closely with the local government and provide assistance, particularly in preparing and disseminating information to the public concerning disaster recovery centers.
- 6. State agencies will support local governments by providing reports of potential and existing widespread hazardous conditions.
- 7. The Nebraska State Patrol, in coordination with the Department of Roads, will provide road conditions to affected agencies, the media, and the general public.
- 8. Subsequent to a Presidential Declaration, the Public Information Officers of all state agencies involved in disaster recovery efforts will coordinate activities with the federal agencies involved through the PIO from the Nebraska Emergency Management Agency and the Governor's Office.

D. <u>Support From Federal Agencies</u>

- 1. The National Weather Service has the primary responsibility for issuing weather related disaster warnings to the public, understanding that local warning responsibility rests with local governments.
- Under a Presidential emergency or a major disaster declaration, the Federal Emergency Management Agency's Public Information Officer will coordinate and be responsible for release of public information concerning federal assistance.

E. <u>Support From Volunteer Agencies And Organizations</u>

Volunteer and private organizations will be evaluating the situation and making internal determinations of the level of assistance they can provide. Each organization in coordination with state and local government will be providing public information concerning their efforts.

F. Support From Media

Agreements have been made with local media organizations to ensure rapid dissemination of emergency public information.

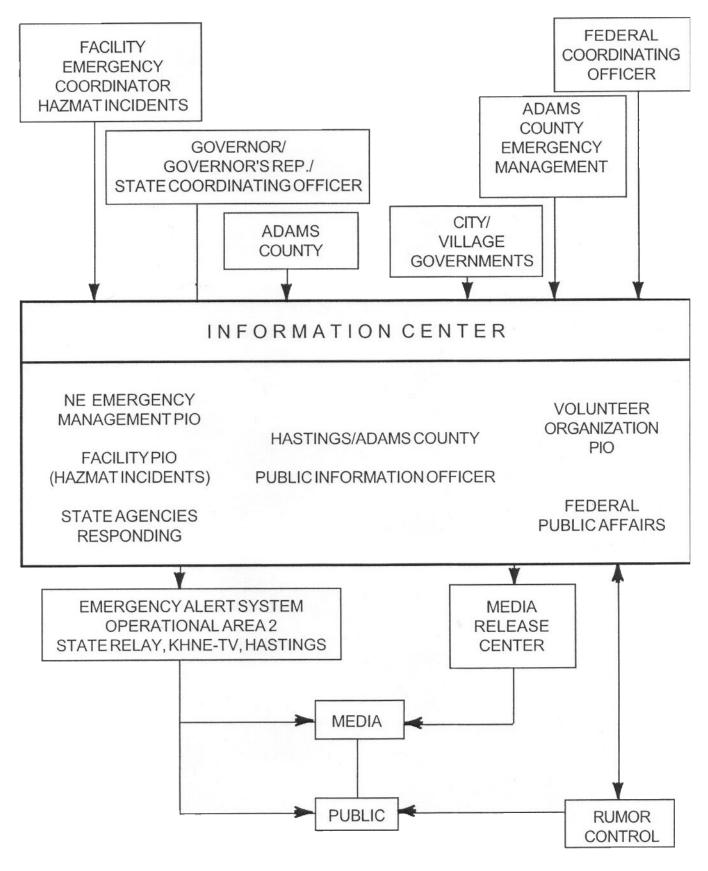
VI. <u>ADMINISTRATION AND LOGISTICS</u>

- A. The Public Information Officer should meet annually with local government officials, the Emergency Management Director, and media representatives to review this Annex and coordinate operating procedures.
- B. The Emergency Management Director will revise this Annex based upon the recommendations of the PIO.
- C. Every effort will be made to incorporate media involvement in exercises of this Plan.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	Information Flow Chart	D-8
2	Public Information Resources	D-9

INFORMATION FLOW



PUBLIC INFORMATION RESOURCES

<u>RADIO</u>

KHAS-AM 1230/KICS AM 1530

PO Box 726 Phone: 462-5101 Hastings, Nebraska 68902-0726 FAX: 461-3866

KCNT-FM 88.1

Central Community College Phone: 463-9811 PO Box 1024 FAX: 461-2506

Hastings, Nebraska 68902

KLIQ-FM

Suite 200, 906 W. 2ND Phone: 461-4922 Hastings, Nebraska 68901 FAX 461-4950

TELEVISION

KHAS (NBC) Channel 5 Phone: 463-1321 PO Box 578 FAX: 463-6551

Hastings, Nebraska 68902

CABLE TELEVISION

Charter Communications Phone: 462-5153

229 N. St. Joseph Ave. Hastings, Nebraska 68901

CABLE WARNING

NEWSPAPER

Daily

Hastings Tribune Phone: 462-2131/461-1260

PO Box 788 FAX: 462-2184

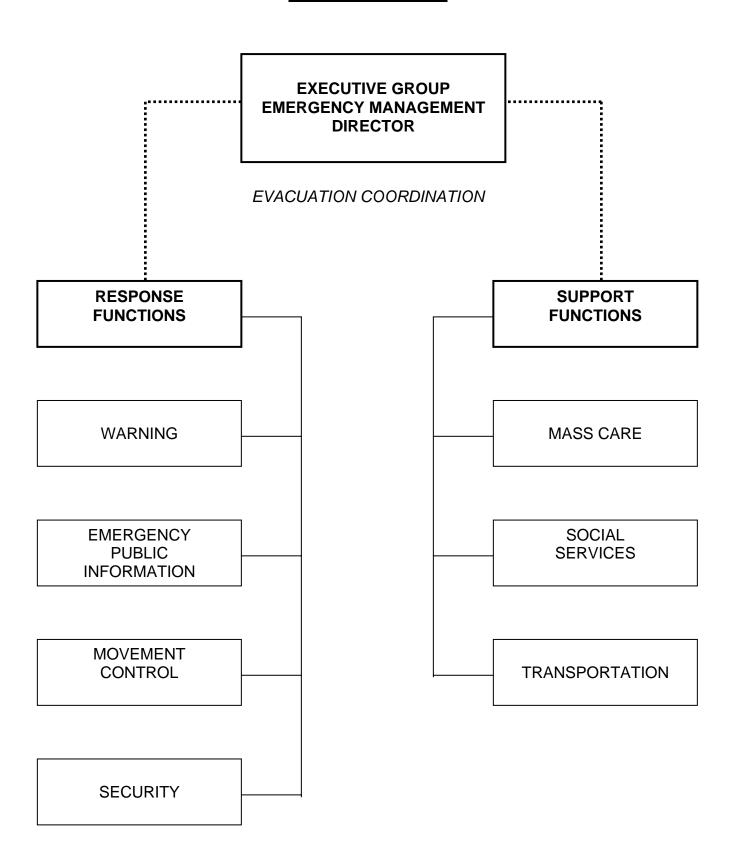
Hastings, Nebraska 68902

NOTE: Home phone numbers of station staff not listed within this document. Information available in Emergency Operations Center.

ADAMS COUNTY LEOP ANNEX D ATTACHMENT 2

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EVACUATION



EVACUATION COORDINATION

I. <u>PURPOSE</u>

To provide for the timely and orderly evacuation of all or any part of Adams County when it is determined that such action is the most effective means available for protecting the population.

II. <u>SITUATION</u>

- A. An analysis of the hazards in Adams County identifies hazards, which could result in the need to evacuate. The most probable of these are severe storms, tornadoes, floods, hazardous material spills or release, major fires.
- B. Some degree of flooding along the Little Blue River occurs on an almost annual basis. While much of this involves lowland agricultural flooding, damage to public property (bridges, highways, and county roads) is a concern. The County could also be affected by failure of the Northwest Watershed Dam located in a rural area northwest of Hastings. See Appendix 1 for details.
- C. Anhydrous ammonia and other hazardous materials are stored throughout Adams County. An accident could require the evacuation of a large number of residents. Transportation accidents on Routes 281 or 6 and on the Union Pacific or Burlington Railroads
- D. There are places where large gatherings occur. Among these are the schools in Adams County with a student population over 5,000 students and at Hastings College with approximately 1,100 students and faculty. Other facilities, which could pose special evacuation problems in Hastings are the Central Tech School, Hastings Regional Center, Hastings Detention Center, Mary Lanning Hospital as well as two nursing homes, the Adams County Fairgrounds, Brickyard Park, Duncan Baseball Field, Smith Softball Complex. There is one nursing home in Kenesaw plus other types of gatherings, which occur from time to time in all of the communities within Adams County.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. While some evacuations allow time for planning, the worse case assumption is that there will be little or no warning of the need to evacuate. This decision to evacuate could occur day or night.
- B. Maximum traffic congestion on evacuation routes should be expected.

C. There would not normally be time to obtain manpower support from outside the county. Local government resources could be severely stressed.

- D. Evacuees will have little preparation time and may require maximum support in reception centers, particularly in the areas of food, bedding, clothes, and medical supplies.
- E. Reception centers may not be fully set up to handle the evacuees.
- F. Voluntary evacuation could occur after the public has been advised of a potential problem or danger, even though the situation does not warrant an official evacuation. Under this situation:
 - 1. Voluntary evacuation in excess of 50 percent of the residents of the affected area is a possibility if there is an extended danger period.
 - 2. News reports of a hazard situation may cause some voluntary evacuation.
 - 3. If evacuation is directed for a small area, then voluntary evacuation of adjacent areas should be expected.
 - 4. A large percentage of voluntary evacuees will leave because they have a place to go such as to relatives, friends, etc.
- G. Some people will refuse to evacuate.
- H. State and federal highways receive priority snow removal by the Department of Roads and may therefore be expected to be open. County roads in the area are mainly graveled, and the road nets are sufficiently developed that alternate routes can be developed if temporary closures are experienced. School bus routes, which receive county priority clearance, will also support area evacuation.

IV. ORGANIZATION/RESPONSIBILITIES

The overall responsibility for issuing evacuation orders rests with the chief elected executives of the affected political subdivisions. When there is an immediate need to protect lives and provide for public safety, the on-scene command authority can make a decision to evacuate. Key organizational requirements are:

A. Local Emergency Management Director

Responsible for advising the Executive Group on the evacuation decision, for coordinating evacuation support activities, providing for special transportation needs, and managing resources.

B. Law Enforcement Agencies

Responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, and establishing security of the evacuated area. If necessary, they will also assist in warning the public.

C. Fire Departments

For fire and hazardous material incidents, responsible for on-scene control and for advising chief executives on the evacuation decision. Also responsible for fire security in evacuated areas and assistance in warning the public.

D. Public Works Director / County Highway Superintendent / Street Superintendent

Responsible for maintenance of evacuation routes and for providing traffic control devices. May make recommendations concerning the evacuation decision.

E. <u>Emergency Public Information Officer</u>

Responsible for dissemination of emergency information advising the public of what evacuation actions to take.

F. American Red Cross

Responsible for coordinating mass care activities including registration, lodging, and feeding. This effort will be supported by the Salvation Army and other service organizations. Mass care operations are defined in Annex I.

G. Adams County Office, State Department of Health and Human Services

Will ensure that Social Service programs are continued and supported by other area programs, such as the Midlands Area Agency on Aging, and may assist in crisis counseling and other activities for the handicapped, infirm and elderly. Health and human Service actions are defined in Annex N.

H. Game and Parks Commission

Will assist evacuation efforts in state parks and recreation areas during major emergency/disaster operations, then support other law enforcement agencies.

I. <u>Affected Facilities (Hazardous Materials Incident)</u>

The Facility Emergency Coordinator will advise the EOC/EOL staff if the facility management recommends evacuation or in-place shelter.

V. <u>CONCEPT OF OPERATIONS</u>

A. <u>Direction and Control</u>

The Emergency Operating Center may have been activated because of the primary hazard event. Executive direction and control of the incident and any ensuing evacuation may be conducted from the EOC/EOL as outlined in Annex A. The Emergency Management Director may coordinate all evacuation support activities.

B. Evacuation Order

- 1. In situations where rapid evacuation is critical to the continued health and safety of the population, the on-scene command authority may order an evacuation. During floods, evacuation orders will generally be initiated after evaluation and recommendation Engineering, the Highway Department, Emergency Management. Flooding and dam failure considerations are addressed in Appendix 1 of this Annex. In the event of a radiological incident/accident, the evacuation order, beyond the initial safety evacuation, will be based on the recommendation of the Health and Human Services, Regulation and Licensure.
- 2. If time permits, evacuation will be ordered by the chief executive of the affected political subdivision.

C. Evacuation Decision Considerations

Evacuation may be only one of several protective action alternatives. Care must be exercised by decision makers to ensure that a directed evacuation will not place the affected population into a more dangerous situation than posed by the primary hazard. When ordering the evacuation, the following considerations should be addressed:

- 1. Weather conditions,
- 2. Evacuation routes, their capacities and susceptibilities to hazards,
- 3. The availability and readiness of shelters for evacuees,
- 4. Modes of transportation for evacuees and for those unable to provide their own transportation,
- 5. The location in the evacuation area of special needs groups such as nursing homes or the hospital. These may pose unique evacuation problems and the evacuation itself could be more life threatening than the initial hazard.

6. In the event of a hazardous material incident the choice needs to be made between evacuation and in-place shelter. The decision should be based on the speed, and density of the plume and the chemical substance involved.

D. <u>Evacuation Area Definition</u>

The definition of the area to be evacuated will be determined by those officials recommending or ordering the evacuation based on the advice of appropriate advisory agencies. The Emergency Public Information Officer will ensure that the evacuation area and other related information is provided to the public in clearly understandable terms and on a timely basis. In the case of hazardous materials incident/accidents, fire chiefs should refer to the DOT Hazardous Materials Emergency Response Guidebook or follow the recommendation provided by CHEMTREC, the chemical manufacturer, or guidance within the facility emergency plans. In all cases, the hazard situation will be continually monitored in case changing circumstances, such as a wind shift, that may require redefinition of a potentially affected area. Facilities required to complete Risk Management Plans relating to hazardous material will have plans relating to risk areas that are likely to be affected by certain hazardous materials.

E. Public Notification

Persons to be evacuated should be given as much warning time as possible.

- Pre-evacuation Warning: on slow moving events, pre-evacuation notice should be given to affected residents. Residents should be advised that they may have to move out with little or no notice. Consideration should be given to early evacuation of schools and large gatherings. Because of the extra time required in evacuating heath care patients, the hospital and nursing homes will be kept fully advised of the situation and be given earliest possible warning.
- 2. Evacuation Warning: Stations in the Emergency Alert System, Cable TV, outdoor warning sirens, indoor warning systems, NOAA Weather Radio will be utilized to direct the affected population to evacuate. Wherever possible, the warning should be given on a direct basis as well as through the media. The use of public safety emergency vehicles moving through the affected area with sirens and public address is usually effective. Door-to-door notification should be considered, particularly in rural areas. Residential and health care institutions will be notified directly by indoor warning or local media. Law enforcement or fire department vehicles will sweep the evacuated area to ensure all persons have been advised and have responded. Persons who refuse to follow evacuation instructions will be left alone until all who are willing to leave have been provided for. Time permitting, further efforts may be made to persuade them to evacuate.

3. Emergency Public Information: the Public Information Officer will ensure that evacuation information is disseminated to the media in a timely manner. Instructions to the public such as traffic routes to be followed, location of temporary reception centers as well as situation updates will be issued as that information becomes available. Specific public information guidelines are contained in Annex D.

F. Movement

It is anticipated that the primary evacuation mode will be in private vehicles. Actual evacuation movement efforts will be conducted by the law enforcement agencies involved.

- Evacuation routes will be selected by EOC/EOL Staff at the time of the evacuation decision. Movement instructions will be part of the warning and subsequent public information releases.
- If at all possible, two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles. Specific traffic control points will be determined at the time based on anticipated traffic volume and identifiable problem areas.
- 3. Law enforcement will coordinate use of wrecker services needed to clear disabled vehicles.
- 4. Traffic control devices such as signs and barricades will be provided by street and highway departments or the Nebraska Department of Roads.

G. Transportation

The EOC/EOL Staff will determine requirements for special transportation and coordinate the use of transportation resources to support the evacuation.

- Assembly Area: if the potential evacuated population is of significant size, there could be many people without private transportation. Convenient centralized locations in the evacuation area, such as schools or churches, may be identified as assembly areas. These locations will be announced in evacuation instructions issued by the Public Information Officer. Residents will be instructed to go to the assembly areas for transportation out of the affected area.
- 2. <u>Special Needs Transportation:</u> there could be cases where elderly, infirm or handicapped persons in the evacuation area will not be able to get to the assembly point or would need special type of transport. The EOC/EOL Staff will make provisions for the use of government or volunteer vehicles to transport these individuals. The public will be instructed to notify the EOC/EOL of any special transportation problems.

3. Health Care Transportation: the evacuation of nursing homes or the hospital pose special transportation problems. The Transportation Coordinator will coordinate with the respective institution administrator to determine specific transportation needs. Ambulances within Adams County are a resource for medical transport, along with Adams County Senior Services vehicles.

4. <u>Transportation Resources:</u> buses operated by the school districts and local churches as well as handi-buses operated by the Adams County Senior Services would be available during emergencies. Adams County Emergency Management maintains a listing of all such resources. See Annex L.

H. Mass Care of Evacuees

While many evacuees will go to the homes of friends and relatives, there may be requirements for temporary lodging and feeding. Mass care of evacuees will be managed by the American Red Cross. Mass Care operations are covered in Annex I.

I. Health Care Facilities

Evacuations of health care facilities create special problems and may extend the time required to clear the affected area. Health care evacuation considerations are addressed in Annex G.

J. Schools

- 1. All schools have internal emergency evacuation plans. The general policy for Hastings Schools will be to keep students at school following a disaster; emergency public information will provide instructions to parents for picking up their students, including what routes to use to get to the school.
- Hastings Public Schools have eight radio-equipped buses with a capacity of nearly 350 passengers. If available buses are required to make more than one trip, they will take students and staff to a temporary staging area outside the hazard area and return for additional loads.
- 3. Adams County Senior Services have 4 radio-equipped transport vehicles capable of carrying a total of approximately 30 passengers.
- 4. Other buses may be obtained from the Hastings Regional Center, Good Samaritan Village, Zion Lutheran School, Adams Central School, Kensington Retirement Center, Juniata Public Schools, Trumbull Public Schools, Kenesaw Public Schools, Silver Lake Public Schools, and the Hastings Catholic Schools.

K. Access Control

Law enforcement agencies will establish a perimeter control to provide security and protection of property at the disaster site. An access pass system will be established.

L. Re-entry

Reoccupation of an evacuated area requires the same considerations, coordination, and control of the items undertaken in the original evacuation. The re-entry decision and order will be made by chief executives after the threat has passed and the evacuated area has been inspected for safety by EOC/EOL Staff Assistance may be obtained from fire departments and/or the State Fire Marshal's Office as well as engineering, law, health, and utilities personnel. Some specific re-entry considerations are:

- 1. Ensure that the threat, which caused evacuation, is over,
- 2. If needed, ensure that homes have been inspected to determine if they are safe to return to.
- 3. Determine the number of persons in shelter, who will have to be transported back to their homes.
- 4. If homes have been damaged, determine the long-term housing requirements,
- 5. Coordinate traffic control and movement back to the area,
- 6. Inform the public of proper re-entry actions, particularly cautions they should take with regard to reactivating utilities. In addition, issue proper clean-up instructions, if necessary.
- 7. Damage assessment information.

M. State Support

Under disaster conditions, evacuation support and resources may be available from a number of state agencies. Assistance will generally be requested through the Nebraska Emergency Management Agency. Assistance includes manpower, transportation, supplies, and technical advice. The following agencies may become involved in the emergency evacuation of an area.

1. <u>Department of Roads:</u> the Department of Roads will provide updated information on road conditions, load bearing capacities and usability to support evacuation or rerouting of traffic. They will also provide equipment

and manpower to maintain or repair roads and bridges to usable condition in support of an evacuation. Personnel may assist in traffic control by erecting barricades, warning lights and signs, or providing manpower.

- 2. Health and Human Services System Regulation and Licensure: this department will make recommendations to local authorities and the Nebraska Emergency Management Agency regarding health problems within an area which may dictate that evacuation of that area is necessary. Special consideration will be given to hospital and nursing home evacuation. If an evacuation is initiated, maintenance of the health standards in reception areas will be closely monitored. The prevention of overcrowding, spread of disease, and development of unsanitary conditions/practices is a responsibility of this agency.
- 3. <u>State Fire Marshal:</u> this office may recommend that evacuation of an area be initiated because of an existing fire emergency. The State Fire Marshal may coordinate manpower from local fire departments for disaster assistance.
- 4. <u>State Patrol:</u> the State Patrol will establish control points for traffic control, assist in maintaining order, issue passes to prevent unauthorized entry into areas, obtain medical help and direct emergency vehicles to the proper destination within the disaster area.
- 5. <u>National Guard:</u> the National Guard will provide support to the civil authorities when authorized by the Governor. Any National Guard facility or area may be used as an assembly or dispersal area in support of evacuation procedures with the approval of the Nebraska National Guard on request by the Nebraska Emergency Management Agency through the Adams County Emergency Management Agency.
- 6. <u>Game and Parks Commission:</u> the Game and Parks Commission field personnel may be able to provide information on local conditions as well as augment law enforcement personnel in traffic control. The Game and Parks Commission also has boats available to assist in evacuation during floods.

VI. <u>ADMINISTRATIVE</u>

The Adams County Emergency Management Director is responsible for annual review and update of this Annex.

LIST OF ATTACHMENTS

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FLOOD/DAM FAILURE EVACUATION

I. <u>PURPOSE</u>

To identify actions required to evacuate the population and protect facilities threatened by flooding or dam failure.

II. SITUATION

A. Little Blue River Basin

- 1. Adams County lies within parts of the Little Blue River Basin and portions of the Upper Big Blue Watershed. Water flow of the Little Blue River and the Big Blue River has some control so that flooding on the mainstream is infrequent. However, damaging floods occur periodically on some of the tributaries. Much of the area is relatively flat; concentrated runoff from high intensity storms has a tendency to pool and spread beyond normal river channels. The distribution systems serving these lands are thus subject to damage. Heavy winter snows and rapid spring melt could overstress the system of flood control impoundments resulting in flooding in Adams County.
- 2. Less than five percent of the population of Adams County resides within the 100-year flood plain as defined on the National Flood Insurance Maps, which are located at the Adams County Highway Department.

B. Dam Failure - General

- 1. Dams are designed and maintained according to the best safety practices. Even so, some dams have failed in the past. The following conditions may or could become critical, adversely affecting any dam:
 - a. Flood pools higher than previously attained,
 - b. Unexpected drop in pool level,
 - c. Pool near maximum level and rising,
 - d. Excessive rainfall,
 - e. Large discharge through spillway or spillways,
 - f. Earthquake,
 - g. Erosion, landslide, seepage, settlement, cracks.

2. Under the National Dam Safety Inspection Program, a dam is classified according to loss of life and property damages, which would occur downstream should the dam fail. Such a classification does not mean that the dam is considered unsafe. The following classes of dams are defined accordingly:

- a. A <u>high hazard</u> dam: a dam located where failure may cause loss of life, serious damage to homes, industrial and commercial buildings, important public utilities, main highways, or railroads. Dams addressed in this Appendix fit this category.
- b. A <u>significant hazard</u> dam: a dam located in predominantly rural or agricultural areas where failure may damage isolated homes, main highways or minor railroads, or cause interruption of use or service of relatively important public utilities.
- c. A <u>low hazard</u> dam: a dam located in rural or agricultural areas where failure may damage farm buildings, agriculture land, or township and county roads.

C. Dams Which Could Affect Adams County

1. Northwest Watershed Dam, Adams County

Classification: High Hazard

Owner: Adams County, City of Hastings and Upper Big Blue Natural Resources District

Emergency Preparedness Plan: this Emergency Preparedness Plan is prepared by the Upper Big Blue Natural Resources District (NRD) in cooperation with Adams County Emergency Management. This Plan was reviewed and revised in December 2002. It is kept on file in the Offices of the Adams County Emergency Management Agency and the Upper Big Blue Natural Resources District.

2. Lake Hastings Dam, City of Hastings

Classification: Significant Hazard

Owner: City of Hastings

Emergency Preparedness Plan: no written plan

<u>Inundation Area:</u> portions of commercial areas in Hastings located downstream along with impact upon the Upper Big Blue Water Basin.

III. <u>RESPONSIBILI</u>TIES

A. The National Weather Service is responsible for notifying and advising local government when conditions exist that could cause flooding.

- B. The owners/operators of each dam, as listed in Section II C, are responsible for the safe operation and maintenance of dam structures. They are also responsible for notification or alerting local jurisdictions promptly in the event of a threat situation, which could affect persons downstream.
- C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, Adams County Emergency Management, the Adams County Highway Department, Adams County Sheriff, and City of Hastings Engineering are responsible for monitoring high water conditions and for coordinating warning systems. The Upper Big Blue NRD is primarily responsible for maintaining the flood gauge system and making recommendation on evacuation decisions concerning the Northwest Watershed Dam. Other flooding responsibilities may include, but are not limited to:
 - 1. Individual dam owners will monitor conditions of dams under their control.
 - Adams County Emergency Management will coordinate sandbagging operations, emergency dike/levee repair, and construction of temporary dikes under supervision of qualified engineers. Sandbags are available in Adams County.
 - The respective street or highway department or the State Roads Department will inspect bridges and approaches to bridges after water subsides to determine safety of use on roadways under their general control.
- D. Adams County Emergency Management is responsible for disseminating warnings concerning dam failures or emergencies to all affected local governments.
- E. Nebraska Emergency Management Agency (NEMA) has a responsibility for keeping local government, through Adams County Emergency Management, aware of river conditions that could result in flooding. In this respect, NEMA will transmit information received from the National Weather Service to supplement and complement local information or actions.

IV. <u>CONCEPT OF OPERATIONS</u>

This section will address unique aspects of evacuation under threat of floods or dam failure.

A. Notification Of Threat

 General flooding - Little Blue River/Upper Big Blue: the potential for flooding will be closely monitored by the National Weather Service and the Adams County Emergency Management Agency as well as state agencies. Advisories will be passed to the Adams County Emergency Management Officer On Call. Such information must be augmented by local monitoring of river conditions.

- 2. Flash flood: notification of the potential for flash flooding will be received from the National Weather Service in the form of flash flood watches or warnings.
- 3. Dam failure or emergency release: dam owners or operators will advise Adams County Emergency Management of potential or actual problems at their respective dams (see Section II C and the appropriate Dam Emergency Plan). Backup notification may come from the Nebraska Emergency Management Agency to Adams County Emergency Management.

B. Increased Readiness Measures

- Upon receipt of a flood watch, the Emergency Management staff, along with other local departments, will ensure that flood-monitoring procedures are implemented.
- 2. Upon receipt of a flood warning or notification of a potential or actual emergency, the Adams County Emergency Management staff through standard operational procedures will alert and advise all affected communities and key facilities.
- Preparations will be carried out for the movement of people and critical equipment from the affected areas. The Adams County Emergency Management Director will notify support agencies and organizations.

C. <u>Dam Failure - Response Times Available</u>

The response time available to local emergency response units and persons in a flood area are difficult to determine because of the following variable factors, which may be present prior to and during a failure.

- 1. Duration of rainfall along with amount of rainfall,
- 2. Condition of soil conditions in the general affected area,
- 3. Exact time of dam failure in relation to discovery,

4. Mechanical factors concerning the dam structure which may be unknown to inspectors or other emergency staff,

- 5. Amount of water within the dam structure and the amount of water being released through the dam breach,
- 6. Distance of structures from the dam, which may be affected by the dam breach.

D. Key Facilities In Inundation Areas

Facilities that are located in inundation areas are not specifically listed other than those within the high hazard Northwest Watershed Dam emergency plan.

E. Notification Procedures

- 1. In the event of an emergency at a dam where failure threatens lives or private property downstream, law enforcement will attempt to make direct contact with those residences located in potential inundation areas.
- 2. Other warning systems, both indoor and outdoor, may be used to notify the public of flooding concerns because of dam failure.

F. Evacuation Decisions

The decision to evacuate any flood or inundation area will be made by the Chief Executives of affected jurisdictions based upon recommendations from the dam caretaker, Adams County Emergency Management Agency, and highway or engineering staff assisting or requested to assist. In the event of immediate danger, evacuation decisions will be made by on-scene command authorities.

FIRE SERVICES

HASTINGS RURAL FIRE DEPARTMENT

BLUE HILL FIRE DEPARTMENT

GLENVILLE FIRE DEPARTMENT

HASTINGS FIRE DEPARTMENT

HOLSTEIN FIRE DEPARTMENT

HASTINGS AREA MUTUAL AID ASSOCIATION

KENESAW FIRE DEPARTMENT

ROSELAND FIRE DEPARTMENT

LAWRENCE FIRE DEPARTMENT

TRUMBULL FIRE DEPARTMENT

JUANITA-PROSSER FIRE DEPARTMENT

FIRE SERVICES

I. <u>PURPOSE</u>

The purpose of this Annex is to provide for a coordinated response for Fire Services during, or as a result of, a natural or man-made disaster or a nuclear crisis.

II. SITUATION

- A. Adams County is vulnerable to various severe weather phenomena and failure of man-made structures, which have the potential to destroy property and cause loss of life.
- B. There are major vehicular and rail transportation routes, which pass through the county. Both truck and train traffic transport hazardous materials. In addition, there are a number of sites within the county for hazardous material storage. Because of this, the potential exists for both accidents and incidents involving hazardous materials.
- C. A risk analysis of fixed facilities and known transportation routes where potential release situations with possible consequences beyond the boundaries of the facility or adjacent to the transportation route was completed in conjunction with SARA Title III planning.
- D. Adams County is served by 10 Fire Departments, six (6) of which operate Rescue Squads. See Attachment 1. All Fire Departments are members of the Adams County Mutual Aid Association.
- E. There are no Private/Company Fire Brigades located in Adams County.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. Existing fire personnel and equipment will be able to handle most emergency situations through their own resources or mutual aid.
- B. Clearing roads to permit passage of emergency vehicles will be a high priority responsibility of Public Works subsequent to any disaster. See Annex K.
- C. Law enforcement will handle on-scene traffic and crowd control to permit access for emergency personnel and equipment.
- D. In the event of a radiological incident/accident involving Adams County, radiological response activities of local Fire Departments will be coordinated by

the Adams County Emergency Management Agency, and directed by the State Health and Human Services Department.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The primary responsibilities of the Fire Services are: prevention and suppression of fires; rescue services; and response to hazardous material incidents.
- B. The Fire Chief of each district in the County is designated as the Community Emergency Coordinator (CEC) for hazardous materials incidents as defined in the Superfund Amendment. As CEC, the Fire Chief:
 - 1. Receives notification from facilities that an accidental release of an extremely hazardous substance has occurred.
 - 2. Makes determination to implement those portions of the plan relating to hazardous material incident response, as necessary.
 - 3. Provides notification to the Local Emergency Planning Committee and the public that the plan has been activated.
- C. The Fire Chief of each individual jurisdiction or fire district is responsible for the coordination, planning, training, and development of Fire Department operational policy for the jurisdiction including:
 - 1. Fire Fighting,
 - 2. Coordination of Fire Services during a natural disaster,
 - Acting in his role as CEC, coordinate with other governmental response authorities and Facility Emergency Coordinators in the event of a hazardous material incident.
- D. During emergency operations, the Fire Chief(s) of the affected jurisdiction(s), or a designated representative, will serve as a member of the EOC staff.
- E. In the event of a situation, which affects more than one of the Fire Departments in the county and a central Emergency Operations Center is activated, each department will select a member to represent their district on the EOC Staff. This representative will:
 - 1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, reporting requirements, etc.) of the Fire Departments.

2. Act as a liaison between Fire Departments and the local government and other agencies/organizations.

3. Report general activities and status of Fire Services at EOC briefings.

F. Overall Fire Service Responsibilities are:

1. Fire Chief

- a. Develop standard operating procedures and/or incident command system and policies of his/her department.
- b. Coordinate and direct volunteers assisting the Fire Department.
- c. Maintain current file of information submitted under Title III to include:
 - 1) List of reporting facilities and the Facility Emergency Coordinators (FEC).
 - 2) Material Safety Data Sheets (MSDS), Inventory lists or Tier II reports.
- d. Preplan response to facilities where hazardous materials are produced, used, or stored.
- e. Coordinate fire inspections for homes or commercial buildings during or after a disaster to ascertain if the facility is safe for occupancy.

2. Senior Fire Officer

- Direct the level of response, request mutual aid or other assistance, and make all decisions concerning the Fire Department's actions and policies during emergency operations.
- b. Direct search and rescue operations.
- c. Request the Medical Coordinator in the event of a Multiple Casualty Incident (MCI) if required. See Annex G.
- d. Authorize Fire Department personnel and equipment to respond to mutual aid requests.

G. Lines of Succession

Each Fire Department's line of succession is as follows

1. Fire Chief,

- 2. Assistant Fire Chief/Captain(s),
- 3. Senior Fire Officer on duty.

V. CONCEPT OF OPERATIONS

A. Mutual Aid

- 1. The Senior Fire Officer will request mutual aid when the emergency extends beyond the capabilities of the local Fire Department.
- 2. When an emergency extends beyond the capabilities of mutual aid resources, the Senior Fire Officer will:
 - Notify the local Emergency Management Director, if one is appointed, or the Adams County Emergency Management Director to coordinate additional support.
 - b. Request assistance from state and/or other agencies/organizations required at the scene.

B. <u>Hazardous Materials</u>

Specific policies, responsibilities, and operational procedures for hazardous material response including radiological are contained in Appendix 1 to this Annex. The following general guidelines apply for hazardous material response:

- The local Fire Department is responsible for initial response, and, if possible, containment of hazardous material incidents within their level of training and certification. The incident commander will coordinate with law enforcement regarding
 - a. Defining hazard area,
 - b. Limiting access requirements,
 - c. Providing advice on hazards involved and making recommendations to local executives in full coordination with Emergency Management.
- 2. Direct advisory or technical support will be requested through the Adams County 911 Communications Center and/or EOC/EOL.
 - a. Accidents involving chemicals
 - 1) Chemtrec (1-800-424-9300),

- 2) State Fire Marshal's Office,
- 3) Nebraska Department of Environmental Quality,

b. Accidents involving radioactive materials

- Immediate notification to the Adams County Emergency Management Agency who will coordinate with Nebraska Department of Health and Human Services, as required. Once they have been notified, it is their responsibility to determine what radiation control actions is necessary to protect the public.
- 2) To assist Emergency Management in the event of a radioactive material incident/accident, each Fire Chief will ensure that personnel are selected and trained in both radiological monitoring equipment operation and agency emergency response procedures.
- 3) In addition, all major hazardous material incidents will be reported to the Adams County Emergency Management Director or Duty Officer for coordinating additional support and for notification of/reporting to appropriate state agencies.

C. Searches

- 1. The Senior Fire Officer of the jurisdiction will coordinate all searches involving
 - a. Fires,
 - b. Personal injuries.
- 2. Law enforcement officials are responsible for searches involving
 - a. Lost or missing persons,
 - b. Fugitives,
 - c. Bomb scares.
- The State Department of Aeronautics is responsible for all searches involving missing or downed aircraft other than military.
- When a search extends beyond the capabilities of the coordinating agency, the Adams County Emergency Management Director will be notified to coordinate additional requirements.

5. Additional resources (personnel, equipment, supplies) may be available through

- a. Mutual Aid,
- b. Local, state, and/or federal agencies,
- c. Volunteer organizations.

D. Rescue

Rescue operations are usually performed by the Fire Department. Annex G has a detailed description of emergency medical operations.

- Each jurisdiction is responsible for providing rescue, emergency treatment, and transportation for the seriously ill or injured. This is accomplished through:
 - a. The local Fire Department's Rescue Unit or Rural Metro. See Annex G, Attachment 2, for EMS resources
 - An adjacent Fire Department's Rescue Unit when the local Fire Department does not operate a Rescue Unit or when the Rescue Unit is unavailable. (Fire Departments have signed agreements outlining Rescue Unit's jurisdictions and mutual aid agreements.)
 - c. The Rescue Units of the individual Fire Departments have the capability to provide basic life support only. Rural Metro Ambulance Service will have to be called if Advance Life Support Service is required.
- 2. Mass Casualty Incident (MC):
 - a. The Senior Fire Officer of the affected jurisdiction is in charge at the scene relating to rescue, fire suppression hazardous materials.
 - b. The person acting as Medical Coordinator is in charge of the emergency triage and treatment of the victims at the scene once:
 - The Senior Fire Officer determines the scene to be safe for emergency medical personnel, or
 - 2) The Fire Department's Rescue Squad personnel have moved the victims to a safe area near the scene.
 - c. It is the responsibility of the first responding Rescue Unit to:
 - 1) Remain at the scene to establish Medical Control (Annex G),

2) Request a Medical Control Officer from Mary Lanning Hospital, if required,

- 3) Function as the Medical Control Officer until he/she arrives.
- 4) Begin initial triage and emergency treatment.
- 5) Summon additional support.

E. Resources

- 1. The State Fire Marshal has certain fire response and investigative responsibilities as set forth in State Statutes. In addition, the Fire Marshal will support operations to the fullest extent possible and would normally be contacted as early as possible in major fire, explosion, or hazardous material incidents or accidents. State Fire Inspectors will also identify and monitor new hazards and hazard areas, which may be related to CRP activities.
- 2. Agencies available to support Fire Services along with contact information are listed in the Adams County Emergency Management Resource Lists.

F. Support To Other Agencies

The Senior Fire Officer has the authority to utilize the Fire Department personnel and equipment to support other agencies or organizations during an emergency/disaster, dependent on the current situation and resources available. Areas of possible support include:

- 1. Law Enforcement: traffic and crowd control.
- 2. <u>Health and Medical</u>: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to assist a medical facility during evacuation.
- Shelter Operations: fire safety inspections of housing and feeding facilities for victims of a disaster.
- 4. Radiological Protection: radiological monitoring and decontamination.
- 5. Public Works: debris clearance.

G. Extended Operations

1. All fire and rescue personnel in Adams County may go on full time status with twelve (12) hour shifts. An exception will be individuals who are considered by the Executive Group to be key personnel in other areas.

- 2. Mutual aid information may be coordinated through the EOC.
- 3. The fire districts within Adams County will maintain their normal jurisdictional responsibilities. See Attachment 2.

VI. <u>ADMINISTRATIVE AND LOGISTICS</u>

A. Administration

Normal administrative records of utilization of personnel, equipment. and materials will be maintained by individual Fire Departments. Accurate record keeping will identify specific needs in the event of a major disaster, which can readily be provided, to the Resources Coordinator, if necessary. See Annex M.

B. Reports

Each individual Fire Chief will prepare and submit reports required by the Statutes of the State of Nebraska and as requested by other state agencies.

C. Training

- 1. In addition to the prescribed training required by Fire Departments for normal operations, fire personnel should be trained in:
 - a. Radiological monitoring/decontamination every two years,
 - b. Hazardous materials response to the level determined by their employer in compliance with OSHA and EPA regulations. It is critical that responders never perform a function for which they are not adequately trained and equipped.
 - c. Traffic and crowd control,
 - d. Emergency first aid.
- 2. Intra-agency action will be taken to inform other emergency support agencies of the physical hazards associated with fire emergencies.

D. General

Some of the information contained in this Annex may also be found in the publication "Rural Fire Plan, Adams County Mutual Aid Association" and supporting documents. Additional detailed information specifically pertaining to the Mutual Aid Association is contained in these publications and has not been duplicated in this Plan.

LIST OF ATTACHMENTS

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SUMMARY OF FIRE RESOURCES WITHIN ADAMS COUNTY

	FIRE DEPARTMENT	PHONE NUMBER	AERIAL	PUMPER	TANKER	PUMPER/ TANKER	GRASS WEED TRUCK	Ambulance	RESCUE
	Hastings	462-2350 911	1	3				1 air porttruck	1
	Hastings Rural	911				3	2		1
	Holstein	756-5678 911		2	2	1	1	1	
	Juniata-Prosser	462-2151		2	1	1	2	2 Utility Tk's	
	Kenesaw	752-3500		2	1		2	2	
E-11	Roseland	462-2151		2	1		2	1	
	Rural Metro							6	
	Blue Hill							2	
	Lawrence							2	

HAZARDOUS MATERIALS RESPONSE

I. <u>PURPOSE</u>

Identify actions required to minimize damage to human health, natural systems and property caused by the actual or potential spill or release of hazardous materials.

II. <u>SITUATION</u>

- A. Substances, which if released in an uncontrolled manner (i.e. spill), can be harmful to people, animals, property, and/or the environment. A hazardous material is any substance or combination of substances, which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment.
- B. Adams County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are stored in and transported throughout the county regularly.
 - 1. There are facilities within the county with the potential of a release beyond the boundaries of the facility.
 - Some facilities store extremely hazardous material over the Sara Title III threshold levels. Lists are on file at the Adams County Emergency Management Office. See Attachment 1.
 - b. Some facilities produce, use or store hazardous materials that are not required to be reported under Title III. Lists are on file at the Adams County Emergency Management Office.
 - 2. Hazardous materials, including radiological materials, transported on Highway 281 or 6, rail, pipelines, or aircraft could be involved in an accident causing a spill or the potential for a spill. See Attachment 2 for location of routes.
 - 3. There are several areas particularly vulnerable to hazardous material spills.
 - a. Other facilities may contribute to additional risk or may be subject to additional risk because of their proximity to facilities with hazardous material and/or to transportation routes. Adams County Emergency Management Agency maintains information on facilities locations, risk and vulnerabilities.
 - Special population such as schools, hospitals, or nursing homes are subject to additional risk due to their proximity to facilities with hazardous substances. See Attachment 1.

4. Some areas of Adams County because of sensitive environment, land use patterns or water supplies are particularly vulnerable. See Attachment 1.

- 5. Weather and time variables like time of day and month of year may impact on the response to a HazMat incident.
- C. OSHA and EPA regulations define levels of training required for response to a hazardous materials incident. The level of training for each person who may respond to an incident must be certified by his/her employer. Responders will not perform any function they are not trained and equipped to execute.
 - 1. Response to a hazardous materials incident in Adams County will be both location and incident dependent. Fire departments will have varying levels of response capability to serve their own jurisdiction.
 - Some Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, bunker/turnout gear, binoculars, foam/agents, foam application equipment, absorbents, communications, radiological monitoring equipment, dry chemical extinguishers and are trained to handle some but not all hazardous materials incidents.
 - 3. Facilities that use and store hazardous materials may have response equipment available for use by responding units.

III. ASSUMPTIONS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials either spilling or with the potential to spill. These personnel usually have had some training in handling this type of incident
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general populace, but for the first responders as well. Knowledge of the agent involved will determine the specific response required.

IV. RESPONSIBILITIES

A. The Fire Department is responsible for:

- 1. Coordination with Facility Emergency Coordinator on response to hazardous substances in the facility.
- 2. Initial response and containment, if possible.

3. Coordination of fire department activities with other departments and the establishment of a command post at the scene outside the risk area.

- 4. Assuring that first responders receive sufficient direction to be able to handle the situation properly.
- 5. Planning for possible evacuation of buildings or areas involved.
- 6. Coordination with agencies/departments defining the hazard area.
- 7. Request State Emergency Response Team (SERT) if necessary, through Emergency Management.
- 8. Initiating notification of support agencies. Such as State Emergency Response Team (SERT), if necessary.
- 9. Ensuring that a hazardous material training program is conducted for all department personnel.

B. <u>Law Enforcement Agencies are responsible for:</u>

- 1. Providing security for the hazard area.
- 2. Traffic and crowd control.
- 3. Evacuation movement outside the defined high-risk area.
- 4. Training their personnel.
- 5. Investigation of incidents involving traffic accidents and/or criminal activity and coordination of related casualty identification.

C. <u>Adams County Emergency Management Agency is responsible for coordinating</u> the following when assisting the department having jurisdiction:

- 1. Notification of support agencies.
- 2. Coordination with charitable and volunteer organizations that may provide assistance.
- 3. Coordination with local, mutual aid, state and federal agencies that may have a disaster response role.
- 4. Coordination in notifying the public of evacuation areas, health and protective measures.
- 5. Mutli-agency field communications establishment/coordination.

6. Serve as Agent for the Adams County Board of Supervisors relative to incidents involving potential or actual releases which occur on county property or which involve the response of county employees. Serve as Chemical Safety Office for county employees.

- 7. Coordination of multi-agency response plans with Incident Command.
- D. Local government agencies may be responsible for decontamination of their equipment and vehicles.

E. State Agencies

1. <u>Nebraska Emergency Management Agency</u>: coordinate state agency response and provide assistance and support as determined by the situation.

2. The Nebraska Department of Environmental Quality (NDEQ):

- a. Provide technical assistance for determining areas likely to be affected by an ongoing release.
- Providing technical assistance relevant to the containment and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
- c. Approve clean-up plan and notify the responsible person when satisfactory clean-up is achieved.
- d. Give prior approval to all disposal actions.
- e. May require a report, following the clean-up, from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), clean-up and disposal methods, and steps to prevent a similar occurrence. If the clean-up is to be long-term, the Department may require interim status reports.
- f. Main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, clean-up and recovery actions.

The State Department of Health and Human Services (HHS):

- Assume immediate technical control of radiological material incidents as required by current law as soon as notified of an incident involving such material. See Annex L.
- b. Notify the public of the potential health effects of a HazMat incident.

c. When a physician's request is required to activate a medical information center, the HHS will provide that service.

4. The State Fire Marshal: supports the local fire department's response in all working fires and hazardous materials incidents. The training division, along with the Nebraska Emergency Management Agency, will develop and administer training programs for hazardous materials.

F. Federal Government

1. <u>U.S. Nuclear Regulatory Commission (USNRC)</u>:

- a. Coordinates the overall federal technical response to a radiological emergency. See Annex L.
- b. Provides technical advice to state or local agencies.
- Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.

2. Environmental Protection Agency (EPA):

- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.
- b. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the NDEQ.
- c. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
- d. Section 123 of SARA authorizes EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To be eligible for these funds, EPA must be notified within 24 hours of the incident by calling the National Response Center at 1-800-424-8802. An application package may be obtained by calling the Superfund Hotline 1-800-424-9346.
- Department of Transportation (DOT): under Public Law 93-633, Section 109

 (d) (2), the DOT is required to provide information and advice in transportation emergencies involving hazardous materials. The DOT will also investigate transportation accidents and inspect for violations under their authority.
- 4. <u>National Response Center (NRC)</u>: receives and relays notices of releases to the appropriate OSC, disseminates OSC and RRT reports to the NRT, and

provides facilities for the NRT to use in coordinating a national response action.

5. While having no direct bearing on the recovery from a hazardous materials accident, it is important to note that the Federal Aviation Administration, Federal Railroad Administration, and the National Transportation Safety Board are responsible for investigating transportation accidents and the appropriate agency may become involved at any time. (Public Law 93-633, Section 302 [1])

G. <u>Industry</u>

1. Owner or Operator Non-Emergency Situations Only

- a. The owner is required to notify the State Department of Environmental Quality upon discovery of a release of an oil or of a hazardous substance of ten pounds or greater according to DEQ Regulation Title 126, Chapter 18 001.01-001.04. Containment and cleanup proceeds under the guidance of the Department of Environmental Quality (Title 126, 002 through 004).
 - Some jurisdictions such as the Hastings Fire Department are to be notified of all unauthorized reportable quantity release which occur within the corporate city limits and the two miles there of whenever the city is exercising its zoning jurisdiction within Aid two mile area, except where otherwise specifically provided.
 - 2) The owner or operator will designate a facility emergency coordinator who will participate in the planning process.

2. Owner or Operator Emergency Situations

- a. The owner is required to notify the State Department of Environmental
 - 1) The Facility Emergency Coordinator (FEC) will notify the fire department having jurisdiction and the Adams County Administrative Agent for the Wide Area Emergency Planning Committee, the State Emergency Response Commission (SERC) of any state likely to be affected by the release, the National Response Center (NRC), and any other persons to whom the facility is to give notification. For non-public safety assistance requests the administrative agent will contact the Community Emergency Coordinator (Fire Chief) as to receipt of notification of a spill not requiring emergency response assistance.
- b. The Facility Emergency Coordinator will make available any information to the administrative agent of the Wide Area Emergency Planning Committee needed for implementing this emergency plan.

3. Shipper: under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the shipping papers that applicable regulatory requirements have been met. DOT regulations also require him to inform the carrier of any special precautions that must be taken in the transport of his goods. If called in case of an accident, the shipper is also required to provide whatever details about his shipment that is necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment. The shipper may also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.

4. <u>Carrier</u>: the carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee. In the event of an accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE). The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved. During recovery, the carrier also has the basic responsibility to see that the cleanup/decontamination is completed.

V. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses only those unique aspects of hazardous materials incidents.

A. Notification

- 1. When a hazardous materials incident is identified, the initial responders will notify their Adams County 911 Communications Center to make hazardous material incident notifications as per SOP. See Appendix 1, Attachment 4.
 - a. In the event of a fixed site emergency incident the facility will use the normal emergency notification system of dialing 911 or the jurisdictions Fire Emergency Number to request assistance and notify the Fire Chief, who has been designated as the Community Emergency Coordinator. The Fire Chief shall make determinations necessary to implement the plan.
 - b. In the event of a transportation spill, the notification will be satisfied by dialing 911, Adams County Sheriffs Department or a jurisdictions fire emergency number for that area.

2. The owners/shippers of the materials should be notified to request information on the properties of the hazardous materials involved.

- The appropriate State Agencies should be advise of the situation using the Hazardous Material Incident Report Form, Attachment 3, to ensure that all necessary information is gathered and reported. Request assistance if the situation is beyond local and/or mutual aid capabilities.
- 4. The Adams County Emergency Management Director will alert volunteer and charitable organizations that may provide assistance to evacuees.

B. <u>Initial Response</u>

- The incident commander, upon determination that a release of a hazardous substances has occurred, or is likely to occur, will identify the area to be isolated by a controlled perimeter, the area of population likely to be affected by such release, and report this information to the dispatch center to relay to other responding agencies.
- 2. Determine the nature of the material from either the placard, label, or shipping papers from the shipper/owner.
 - a. In the case of a transportation accident, approach to a safe distance and do the initial survey of the scene with binoculars looking for placards or signs of leaking or spilled contents.
 - In the case of an aerial applicator accident, use the same caution and do not enter the incident scene or hot zone until the chemical is identified.
- 3. Contact CHEMTREC (1-800-424-9300) for information to determine the most effective handling of the incident.
- 4. Identify, evaluate, and assess the problem and its potential. Consider that some effects of the incident may not be noticeable for some time.
- 5. The State Emergency Response Team (SERT) may be requested through the Nebraska State Patrol to aid the responding units. NSP will dispatch the closest members of the team to the scene to provide guidance and technical assistance to the Incident Commander.

C. <u>Emergency Public Information</u>

It is important to provide accurate information to the public so they know what to do immediately to protect themselves.

1. The Public Information Officer will coordinate the dissemination of information concerning the incident with the Chief Executive Officer and Adams County Emergency Management Director as defined in Annex D.

Because information will be needed quickly, radio and television or NOAA
Weather Radio are the best media to release data on health hazards,
precautions for personal protection, and evacuation routes away from the
hazard area.

D. Evacuation

- 1. The on-scene commander will make the decision to evacuate the hazard area based on the recommendations of CHEMTREC, the DOT Emergency Response Guidebook, the manufacturer, and/or state or federal agency advisors. Policy and procedures defined in Annex E will be followed.
- 2. Movement, reception, and care of evacuees will be as defined in Annexes H and I.
- 3. In some situations "Sheltering-in-Place" may be utilized as an option for protection of those individuals who do not have time to evacuate or are unable to evacuate.

E. Containment and Cleanup

- 1. Determine what can be done, based on training and equipment available, to remove the threat, i.e., contain and/or counteract, decontaminate, or remove, etc. Remember, by law it is the spiller's responsibility to contain or confine any threat associated with the cargo in their possession.
- 2. When it is determined, that the spill or release is beyond the training of local personnel and/or equipment available and is beyond other available resources, a local disaster declaration shall be declared and the assistance of a sert team from the Nebraska Emergency Management Agency shall be request
- 3. Cleanup, and disposal should be accomplished by the responsible party as specified by publications and agencies depending on the material involved.
- 4. The manufacturer is a source of advice and information for a chemical decontamination team.
- 5. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On-Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.

F. Health and Safety

Federal law requires the presence of a safety officer on every hazardous materials site. The Incident Commander at an emergency response incident involving hazardous materials is responsible for designating the safety official. According to OSHA, the safety official has specific responsibilities including (but not limited to) the following:

- 1. To be knowledgeable in the operations being implemented at the emergency response site.
- 2. To identify and evaluate hazards and to provide direction with respect to the safety of operations for the emergency at hand. Pertinent information on hazardous chemicals can be obtained from CHEMTREC (800-424-9300) or from other sources, as appropriate.
- 3. To implement the safety plan.
- 4. To determine the level of personal protective equipment required, to control entry and exit of all personnel and to ensure that the proper decontamination procedures are in place.
- 5. To alter, suspend or terminate operations when he/she believes that there is a situation that poses imminent danger to life or health.
- 6. To ensure that emergency medical services with transport capabilities are available.
- 7. Make provisions for the treatment of all victims by EMS.
- 8. Ensure that Emergency Medical notifies local supporting hospitals of the chemical's identity and the number of persons affected.
- 9. Suggest medical checkups for all who have been exposed, even if no medical effect is readily apparent, as some effects may not be noticeable for some time.

G. Security

The defined hazard area will be isolated and cordoned, permitting only lifesaving and response operations, if the responders are properly trained and equipped.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

 Police, Fire Departments having jurisdiction, key officials, and the State Patrol Office will be notified immediately and the Emergency Operating Center (EOC) activated. Other agencies that might be notified depending on the circumstances are the State Fire Marshal and the Nebraska Emergency Management Agency.

- 2. If it is a military device, notify the Fire and Law enforcement departments having jurisdiction and the Adams County Emergency Management Office Coordination in contacting an Emergency Ordinance Disposal Team will be coordinated through Emergency Management.
 - a. Disposal of any military devices shall be done in accordance with recommendations of military disposal experts.
 - b. Any necessary permits required shall be obtained from DEQ by military disposal experts.
 - c. The Fire Department of Jurisdiction shall be notified of any planned explosive detonations within their district and will coordinate activities with explosive personnel along with Emergency Management.

VI. TRAINING AND EXERCISE

A. Training

In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.

B. Exercise

An exercise involving response to a hazardous material incident should be conducted annually.

THIS ATTACHMENT IS ON FILE WITH LOCAL EMERGENCY MANAGEMENT AND THE

NEBRASKA EMERGENCY MANAGEMENT AGENCY

HAZARDOUS MATERIAL INCIDENT REPORT

Anyone giving or receiving a report of an incident should obtain as much of the following information as possible.

* Time I	Repo	orta.m./p.m.	* Date					
* NAME	OF	PERSON CALLING						
* REPR	REPRESENTING TITLE OR POSITION							
* TELEI	PHOI	NE NUMBER WHERE PERSON CALI	ING MAY BE REACH	ED				
* LOCA	TION	N OF INCIDENT:						
*City		*Cour	ity					
* Exact	locat	tion of area involved:						
* HAZ	ARD	OUS MATERIAL INVOLVED:						
	* Che	emical name:						
	* Qua	antity spilled/released (if known):						
	* Phv	sical form (e.g., liquid, solid, or gas):_						
	* Dur	ration of release:						
	* Med	dia into which the release occurred (e.	g. land. air):					
	* Media into which the release occurred (e.g. land, air):* * Manufacturer:							
,	* Measurements from radiation detection instruments:							
DESCR	IPTI	ON OF INCIDENT:						
A.	Tim	ne and date of incident: a.m./p	o.m//20	-				
B.	Weather conditions (wind, atmospheric conditions, etc.)							
C.	Cur	rent status of incident:						
	1.	Is the incident area secured?						
	2.	Was there an explosion?		_Fire?				
	3.	Are there people injured?						
	4.	Advise regarding necessary medical	attention? (if known)					
	5. Precautions to take as a result of the release (if known)							
D. *Informa	Rep ation	port taken by: that must be obtained for Federal Rep	_Agency_ porting Requirements					

HAZARDOUS MATERIALS INCIDENT NOTIFICATION

INCIDENT OCCURS

I. Spill or release from a fix facility.

Responsibility of facility owner/operator to notify;

- 1. Local response organizations by dialing 911 or appropriate number,
- Nebraska Department of Environmental Quality (NDEQ) (Monday through Friday 0800 – 1700, (402) 471-2186, after-hours, weekends, and holidays), Nebraska State Patrol, (402) 471-4545,
- 3. National Response Center (NRC) hot line (800) 424-8802
- 4. The Community Emergency Coordinator (CEC) designated by the Local Emergency Planning Committee (LEPC).
- II. Transportation accident.

By law, dial 911 or the operator.

- III. Responsibility of local response organization, Incident Commander (IC):
 - A. Incident at Fixed facility;
 - 1. Operate under the Incident Management System (IMS),
 - 2 Confirm the appropriate notifications have been made by responsible party, if not make notifications to NDEQ, NRC, and CEC.
 - B. Transportation accident;
 - 1. Operate under the Incident Management System (IMS),
 - 2. Incident Commander should see that above notifications are made to NDEQ, NRC, and CEC.

HAZARDOUS MATERIALS INCIDENT NOTIFICATION

INCIDENT OCCURS

I. Spill or release from a fix facility.

Responsibility of facility owner/operator to notify;

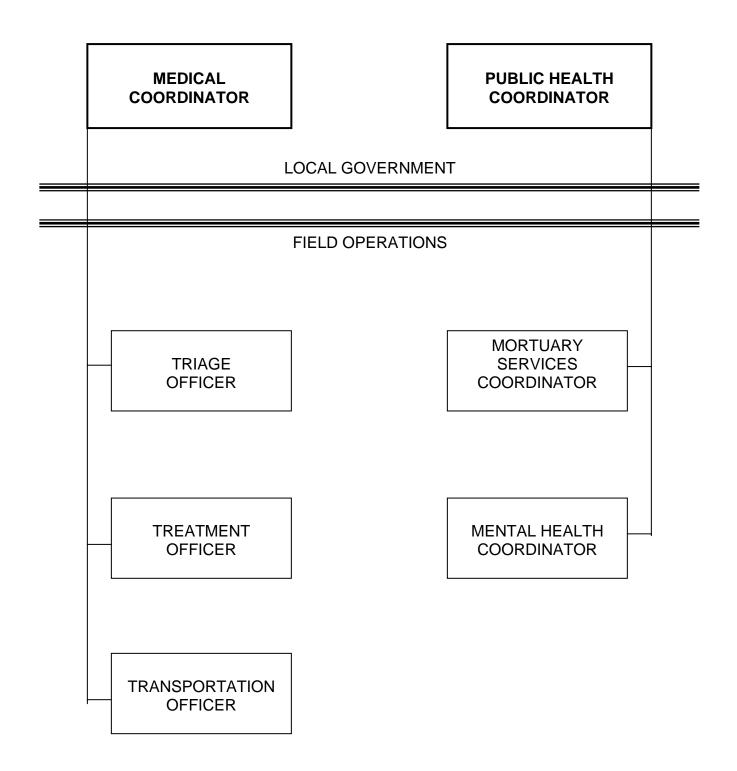
- 1. Local response organizations by dialing 911 or appropriate number,
- Nebraska Department of Environmental Quality (NDEQ) (Monday through Friday 0800 – 1700, (402) 471-2186, after-hours, weekends, and holidays), Nebraska State Patrol, (402) 471-4545,
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HEALTH AND HUMAN SERVICES



HEALTH AND MEDICAL

I. <u>PURPOSE</u>

A. Medical

To provide a coordinated response for medical care and treatment for the ill and injured during, or as a result of, a natural or man-made disaster.

B. Public Health

To provide public health services during, or as a result of, natural or man-made disasters by instituting environmental sanitation measures, testing of public and potable water supplies, and mental health services.

C. Social Services

To provide for the coordination of public welfare and human needs of disaster survivors and/or special needs groups in time of disaster.

II. <u>SITUATION</u>

- A. The potential exists for a multiple casualty incident resulting from explosion, fire, bus accident, etc. which would stress emergency medical services.
- B. Hospitals in Adams County.
 - 1. Mary Lanning Hospital, Hastings: a licensure capacity of 163 beds with 16 bassinets.
 - Hastings Regional Center: a state hospital offering psychiatric, chemical substance, mental health, care for other disorders. Licensed capacity for this facility is 152 patients.
 - 3. See Attachment 1 for a further breakout of capabilities of these two hospitals and for telephone numbers.
- C. There are two nursing homes in Adams County licensed by the Nebraska Health and Human Services, Regulation and Licensure for skilled nursing care with a total licensed capacity of 283 persons. There are also licensed residential assisted living, and domiciliary care facilities in the County. For specific information on these facilities see Attachment 1.

D. There are five Emergency Medical Services (EMS) within Adams County. See Attachment 2 for EMS resources.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. Any incident that generates an emergency patient load that exceeds the normal day-to-day capabilities of local emergency medical resources may be considered a disaster.
- B. Mutual Aid and outside resources will be available to assist Adams County in natural and technological emergencies/disasters.
- C. Any hospital or nursing home evacuating patients to facilities in Adams County will provide the medical records of patients, professional staff, and as many supplies and equipment as practical.
- D. Any disaster situation can potentially lead to public health problems, depending upon the nature of the incident. Complications might include disease, sanitation problems, contamination of food and water, overload of mortuary services capabilities, and community mental health problems.

IV. ORGANIZATION/RESPONSIBILITIES

- A. Medical, Public Health, and Social Services Operations are each described separately, but close coordination is required to fulfill the overall responsibility of safeguarding and minimizing the adverse health factors which may affect citizens during and/or after an emergency or disaster. To provide a coordinated and effective response, the health and human services functions have been separated into two areas, local government support and field operations (see chart on page G-1).
 - Local government support and coordination: This entails coordinating emergency services such as law enforcement, fire/EMS, public works/utilities, and providing logistical support where required. Both the Medical Coordinator and Public Health Coordinator represent their respective functions on the EOC Staff.
 - Field operations: While this Plan sets forth some basic requirements and staffing, Standard Operating Guidelines should be developed by the public health and medical professionals detailing responsibilities and instructions for response to disasters.

B. Medical responsibilities are:

1. <u>Emergency Medical Services:</u>

a. Basic life support is the responsibility of Blue Hill, Glenvil, Lawrence, Holstein, Kenesaw and Roseland medical response units. Advanced Life Support Services (ALS), Paramedic Services will be provided by Rural Metro. Air ambulance support would be requested from Kearney, Lincoln or Omaha, depending upon the situation.

- The request for emergency medical assistance comes from Mid Rivers 911 Dispatch Center or Hastings/Adams County 911 Dispatch Center dispatch via radio and/or pager.
- 2. The Medical Control Officer will coordinate field operations and transport of victims with area hospitals.
- 3. The responding ambulance will notify the hospital that they are en route as soon as possible if the patient being transported is potentially contaminated from a hazardous materials incident and of any information about the hazardous substance involved.
- 4. The senior officer in charge of each medical response unit will ensure that all personnel are trained to respond to a hazardous materials incident according to levels of response training set by their employer.
- The following functions may be required in emergency/disaster response:
 - a) Triage: assessing patients and assigning priorities for medical treatment and transport.
 - b) Staging and Treatment: providing care and treatment of patients while being held for transportation to medical facilities.
 - c) Transportation: coordinating with the responding hospital's emergency room and the Medical Control Officer for directing patient transport to the hospital and/or other medical facilities.

2. Medical Coordination

If the disaster exceeds normal response capabilities, a Medical Coordinator will be appointed and will serve as a member of the EOC Staff.

a. The Medical Coordinator will act as a liaison between the medical community and the local government.

- b. When an incident occurs which requires medical field operations, the Medical Coordinator may assist in meeting medical mutual aid requests and coordinating additional requirements, such as determining another receiving hospital if capacity is reached at Mary Lanning Hospital.
- c. The Medical Coordinator, with the support of the Resource Coordinator and/or Emergency Management Director, can obtain supplies and/or equipment to support medical operations in the event of an actual or anticipated shortage.

3. Public Health Coordination

- a. The City of Hastings Health Officer, County sheriff, or the State Health Department will serve as Public Health Coordinator and will be responsible for coordinating activities required to safeguard public health and minimize the spread of disease. He/She will act as liaison between public health officials and the local government.
- The Public Health Coordinator will coordinate with the Emergency Management Director, County Emergency Board, and other agencies as applicable.
- c. The Public Health Coordinator will assist in meeting the need for crisis counseling for disaster survivors and disaster workers. If crisis counseling is deemed necessary, the Public Health Coordinator will request assistance from and coordinate with the local Chaplains, the Ministerial Association and/or the mental health centers in providing the necessary services.
- d. The Public Health Coordinator is responsible for assessing the threat to public health created by an emergency/disaster and ensuring that appropriate actions are taken to reduce or eliminate the threat and to protect the health of the public and the environment. Specific responsibilities include, but are not limited to, the following:
 - 1) <u>Safe water supplies:</u> determine and map affected area; notify population via the news media or other means regarding the use of contaminated water sources; notify the public how or where to obtain safe drinking water for domestic use; advise the public on the proper methods of disinfecting water that is not chemically contaminated; assist that segment of the population with private water supplies in reestablishing those supplies to provide safe water; this should include assisting in the collection of water for testing of water quality.

2) <u>Sanitary emergency sewage disposal:</u> obtain portable toilets for use at disaster scene for clean-up crews and for use in public areas and facilities housing large numbers of people; advise public of methods of proper emergency sewage disposal procedures.

- 3) Solid waste and vector control: survey and map affected areas; coordinate activities with public works/utilities and local refuse haulers to assure proper and adequate cleanup of solid wastes created by the disaster; advise the public of methods of emergency solid waste disposal procedures; identify and take action to eliminate potential vector breeding sites.
- 4) Hazardous spills and releases: in concert with the fire department, assess the public health impact of any spill or release of hazardous materials resulting from a disaster or accident; advise the fire department of potential health threats and take action to assure the safety of the public; advise medical facilities of real or potential exposures to the public, including the nature of the exposure and any pertinent emergency treatment procedures which may be available; assess the need for cleanup of any spill and assure that cleanup occurs in a manner which does not pose a further threat to public health or the environment.
- 5) <u>Hazardous and special waster disposal</u>: advise the public regarding the safe and proper handling and disposal of chemical wastes, drugs, and other products that have special handling and disposal requirements; arrange the collection, temporary storage, and eventual disposal of these wastes.
- 6) <u>Safe food supply:</u> inspect food suppliers in the area affected by the disaster; identify those food products which are unfit for human consumption and assure that those food products are removed from the available food supply; initiate the disposal of contaminated food products; assist food suppliers in reestablishing their businesses; advise the public regarding identification and disposal of home foods that have been rendered unsafe.
- 7) <u>Disease control:</u> assess the need for measures to prevent communicable disease in the disaster area; take those actions deemed necessary to prevent the spread of disease, obtaining additional resources from local, state, and federal sources as needed; consider alternative methods for active disaster surveillance; maintain surveillance in the disaster area to ensure that appropriate action is taken to control any disease outbreak.

8) <u>Health care:</u> provide a public clinic for the treatment of minor ambulatory injuries including minor dental trauma; provide immunizations to control disease.

- 9) Air pollution control: assess the impact which the disaster has on the air quality in the community; take actions necessary to maintain a safe and healthy level of air quality in the community and, if necessary, implement the Air Pollution Emergency Episode Plan and provide information to the public, especially at-risk populations; work with businesses who must control air pollution from their facilities to get back in business.
- 10) Animal control: impound large animals from affected area; rescue trapped or injured animals; remove dead animals; provide information to the public regarding the care of animals and where impounded and injured animals may be claimed.
- 11) Re-entry: help determine when it is safe to re-occupy an area after evacuation caused by a hazardous material incident.

4. Mortuary Services

- a. The County Attorney as County Coroner is responsible for coordinating the interment of the dead in a disaster when normal capabilities are exceeded. This may include:
 - 1) Assigning bodies to local funeral homes,
 - Establishing temporary morgue facilities,
 - 3) Coordinating emergency interment.
- b. <u>Emergency Morgue</u>: if a request for an emergency morgue is made by the Sheriff's Office, then the County Attorney, acting as coroner, will:
 - Obtain use of a suitable building that is easily accessible to the disaster area,
 - Notify EOC of morgue location,
 - 3) Coordinate with all area funeral homes for preservation of the bodies,
 - 4) Request refrigerated trucks from local trucking company to hold bodies pending transfer to funeral homes.

5) Coordinate with Nebraska Health and Human Services, Regulation and Licensure for additional support in organizing, staffing, and operating an emergency morgue.

5. Mental Health Services:

- a. The Mental Health Coordinator will work closely with the Social Services Coordinator to coordinate crisis counseling for disaster survivors and their families and for emergency workers in the field, at medical facilities, command posts, etc. This may include:
 - 1) Coordinating with the local Police/Emergency Management Chaplains or the Ministerial Association,
 - 2) Establishing an outreach program,
 - 3) Coordinating public education material with the Public Information Officer.
 - b. The Mental Health Coordinator will make recommendations and provide status reports to the Public Health Coordinator.
 - c. Initial crisis counseling may be accomplished by the local Ministerial Association with possible referral to a Mental Health Center. In cases considered to be extreme and those involving emergency workers, professional help will be provided by a Mental Health Center.
 - d. Critical Incident Stress Management (CISM) Teams are available fire, EMS, law enforcement, public works/utilities, and emergency management personnel following a disaster/emergency situation. Contact is made through the Nebraska State Patrol.

6. Social Services Coordinator

The Administrator of the Hastings Office of the Department of Health and Human Services will serve as the Social Services Coordinator. The Coordinator will advise local executives on matters pertaining to social services, ensure that activities are administered in an orderly, efficient manner, develop procedures for determining needs of disaster survivors, and process inquiries concerning disaster survivors. The existing Health and Human Services Staff, augmented as necessary from other organizations, will serve as support staff. Health and Human Services will distribute USDA donated foods to local organizations and Red Cross to provide mass feeding for disaster survivors and, if implemented, will administer the Emergency Food Stamp Program.

7. Community Services

a. Various community services programs function as vital support on a routine basis and are an important resource in disaster response and recovery activities. Their ability to respond to community needs is based on the organized efforts of many volunteers. Services provided by the community include, but are not limited to:

- 1) Food for disaster survivors,
- Clothing,
- 3) Temporary shelter.
- b. Churches and church groups are a vital community resource and function as support organizations to provide response and recovery assistance to disaster survivors. They may provide:
 - 1) Food to disaster survivors,
 - 2) Clean-up and recovery,
 - 3) Crisis counseling for disaster survivors/workers.
- c. In addition to the local church groups, assistance in disaster recovery activities can be obtained from the Mennonite Disaster Service, the Adventists Community Services, and other non-profit, volunteer-based, disaster recovery organizations. Most of these organizations are affiliated with Voluntary Organizations Active in Disaster (VOAD). Contact with these groups can be made through the Nebraska Emergency Management Agency.
- d. The Midlands Area Agency on Aging assesses the needs of the elderly population in Adams County to include food, clothing, housing, and transportation. During disaster situations, emotional stress experienced by the elderly is greatly increased; therefore, referral recommendations to local mental health organizations for crisis counseling may be initiated by this group to aid recovery from the effects of the disaster.
- e. The Adams County Handi-Bus Program assists by providing the handicapped and elderly with transportation services.

V. <u>CONCEPT OF OPERATIONS</u>

A. Multiple Casualty Incident

 Rural Metro, Blue Hill Medical, Glenvil Medical, Lawrence Medical, Holstein Medical, Kenesaw Medical, Roseland Medical, or the medical unit in charge of the district, will establish a command post that is responsible for personnel assignments and all patient care operations at the emergency/disaster scene.

- 2. The senior Medical Officer will triage and assign priority categories based on urgency and chance of survival.
- The command post will be in communication with Mary Lanning Hospital.
 Determination of receiving hospital will be predicated on medical facility patient loads and nature of injuries.
- 4. The Medical Incident Commander will normally determine requirements for and request medical mutual aid. The Medical Coordinator will coordinate resources in meeting mutual aid requests and coordinating additional resource requirements. All mutual aid requests will be coordinated with Emergency Management.
- 5. Mary Lanning Hospital will coordinate with law enforcement officials on additional security requirements at the hospital.
- 6. Shortage (or anticipated shortage) of medical supplies/equipment or personnel will be reported to the Medical Coordinator for procurement.

B. Evacuation of In-patient Medical Facilities

- 1. The hospital and nursing homes are responsible for developing internal procedures for:
 - a. Assessing and preparing patients for evacuation,
 - b. Assuring medical records are transported with patients,
 - c. Identifying and transporting essential medications and supplies.
- 2. The Administrator, or designated representative, of the affected facility(s) will coordinate evacuation requirements, including transportation, with the EOC.
- 3. Receiving facilities will be identified in the facility's disaster plan.

C. Support to Medical Professionals

The receiving hospital will work closely with the Adams County Emergency Operations Center or EOL in providing emergency transportation to and from critical medical facilities. Volunteers, such as 4-wheel drive vehicle owners/clubs, snowmobile owners/clubs, and amateur radio operators (depending on situation - i.e., winter storms) will be utilized to provide this transportation.

D. Public Health Threats

- In the event of an anticipated, or actual public health threat, the Public Health Coordinator or the Emergency Management Director will notify the Nebraska Emergency Management Agency to coordinate State assistance for Adams County.
- In the event of water shortages, Public Works should coordinate with the Emergency Management Director and Public Health Coordinator to meet the critical potable water requirements.
- 3. The Nebraska Emergency Management Agency will contact state, federal, or other agencies, as appropriate, and request assistance for Adams County. Some state agencies that may provide assistance and their areas of responsibilities include:

E. Social Services

To provide for an effective response to a disaster situation, the Social Services Coordinator will coordinate the efforts of various agencies to meet individual human needs. During actual or impending disaster situations requiring the lodging and feeding of a considerable number of people, procedures outlined in Annex I, Mass Care, will be supported by Health and Human Services agencies.

- <u>Disaster Recovery Center (DRC)</u> Upon a Presidential Disaster Declaration, a representative of Health and Human Services may participate in the Disaster Recovery Center. The DRCs will provide information to individuals on the various disaster assistance programs available as a result of the Presidential Disaster Declaration. The Center will also provide a bank of telephones for individuals to make direct application for assistance.
- Special Needs Disaster survivors and special needs groups may require assistance to meet their necessary expenses and serious needs (food, clothing, housing, medical and financial). The Hastings Office of the Department of Health and Human Services, in coordination with community services and the Area Agency on Aging, will identify any special needs

groups and in the event of a disaster, ensure that their needs are provided for.

- Counseling Disaster survivors will be provided emergency counseling services by mental health professionals and members of the local ministerial association. This counseling may occur at several locations and will be coordinated between the Mental Health Coordinator and the Public Health Director.
- 4. <u>Evacuation</u> Elderly, infirm and special needs groups: Health and Human Services, in coordination the Area Agency on Aging and Handi-Bus Service will attempt to identify and assist any residents who may be unable to evacuate on their own. This service will be stressed in emergency public information releases and should be coordinated with the PIO.

VI. ADMINISTRATIVE AND LOGISTICS

A. The Adams County Emergency Management Director should meet annually with the Medical Coordinator and with the Public Health coordinator to update this Annex. This review may include anyone with responsibilities in the health and medical area, such as representatives from Emergency Medical Services, the hospital and nursing homes, crisis counseling services, the County Coroner, mortuary services, the county health office. The Emergency Management director will revise this Annex based upon the review.

B. Exercising

- 1. Every effort will be made to incorporate local involvement into the hospital and nursing home's annual exercise.
- 2. Emergency medical professionals and volunteers will be utilized in these exercises to the maximum extent possible.

C. Training

In addition to the training required for normal operations, medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	Health and Medical Resources	G-14
2	Emergency Medical Resources	G-19
APPENDIX 1	MASS VACCINATE PLAN	G-21

HEALTH AND MEDICAL RESOURCES

WITHIN ADAMS COUNTY

LICENSED CAPACITY HOSPITALS PHONE 194 Total with 16 bassinets Mary Lanning Memorial Hospital 463-4521 Includes 142 Acute, 20 Long Term Care 26 Psychiatric, 6 Alcohol/Drug Hastings Regional Center 463-2471 227 Total Includes 152 Psychiatric 75 Alcohol/Drug

NURSING HOMES

Hastings

Skilled Nursing Care

Good Samaritan Village,

Perkins Pavilion 204 Skilled 926 East "E" Street Nursing Health Clinic

463-3181

Haven Home 752-3212 82 Skilled 100 West Elm Avenue Nursing Kenesaw NE 68956

Residential Care

Campus Residential Care Facility 463-7674 32 Hastings Regional Center Campus

South Central Counseling 463-7435 9
Residential Rehab II House
1136 North Washington, Hastings

	<u>PHONE</u>	LICENSED CAPACITY
<u>Domiciliary</u>		
Sunnyside, Inc. 1401 N Hastings, Hastings	462-9924	38
Parkside Living Residence 1036 S Lincoln Street, Hastings	462-2907	26
The Kensington 233 N Hastings Ave, Hastings	461-3149	46

HOME HEALTH

ΛI	<u>E HEALTH</u>		
	Mary Lanning Memorial Hospital 715 N St. Joseph Avenue	461-5161	Nursing/Home Health Aid Physical Therapy/Speech Nursing/Home Health Aid Physical Therapy/Speech Pathology Social Work Practice Occupational Therapy Respirat Intravenous Therapy Hospice Pathology Social Work Practice Occupational Therapy Respirat Intravenous Therapy Respirat Intravenous Therapy Respirat Intravenous Therapy Respirat Intravenous TherapyHospice Home Health Services
	Caring Hands Personal Care And Support Service Therapy/Speech Pathology 715 N St. Joseph Ave.	461-5161	Nursing/Home Health Aid Physical OccupationalTherapy Respiratory Care Intravenous Therapy Hospice/Dialysis
	Good Samaritan Village	463-33181	Physical Therapy/speech Pathology
	Home Health Care	Ext 261	Occupational Therapy Intravenous Therapy
	Home Care Unlimited Suite 103 233 N Hastings Avenue	461-8614	Nursing/Home Health Aid Physical Therapy Intravenous TherapyDialysis

MENTAL HEALTH

South Central Counseling, Hastings

1) 616 West 5th Street 463-5684

2) S Central Counseling 463-5684

Opportunity House

720/726 South Burlington

Mental Health-continued

Hastings Regional Center 462-1971

MORTUARIES FOR MULTI-CASUALTY INCIDENTS

Butler/Volland Funeral Home 462-2147

Brand/Wilson Funeral Home 462-5169

Jackson/Wilson Funeral Home 752-3398

OUTSIDE ADAMS COUNTY

HOSPITALS

Grand Island

St. Francis Medical Center	384-4600	139 Acute
2620 West Faidley Avenue		17 Bassinets

St. Francis Memorial Health Center 384-4600 23 Alcohol/Drug

2116 West Faidley Avenue 36 Long Term

Care

Kearney County Community Hospital 832-1440 34 Acute

Minden, NE 8 Bassinets

50 Long Term Care

Webster County Community Hospital 746-2291 16 Acute

Red Cloud, NE

Memorial Hospital 694-3171 25 Acute
Aurora, NE Bassinets

53 Long Term Care

Clinics:

Hastings Family Practice 606 N Minnesota Ave., Hastings	463-6781
Community Health Center 715 N St. Joseph Ave, Hastings	461-5265
Hastings Heart Institute 715 N St. Joseph Ave, Hastings	461-5064
Physicians Bldg Family Practice 1021 W. 14 th , Hastings	463-2423
Adams Area Chiropractic 1619 W 12 th St., Hastings	463-5631
Adams County Chiropractic Clinic 404 N Minnesota Ave, Hastings	463-5111
Hastings Family Chiropractic 208 S Burlington, Suite 110, Hastings	463-1955
Daniel Schuldt 815 N Marian Rd, Hastings	461-3755
Scott Schulz	463-3363
622 East Side Blvd, Hastings	
622 East Side Blvd, Hastings Widhelm Chiropractic Clinic 2727 W 2 nd , Hastings	463-6797
Widhelm Chiropractic Clinic	463-6797 462-4241
Widhelm Chiropractic Clinic 2727 W 2 nd , Hastings Central Nebraska Orthopedics & Sports Medicine	
Widhelm Chiropractic Clinic 2727 W 2 nd , Hastings Central Nebraska Orthopedics & Sports Medicine 223 East 14 th St, Suite 250, Hastings Hastings Orthopedic Assoc.	462-4241

2115 N Kansas, Hastings

Air Ambulance – Air ambulance services exist from Hastings, Kearney, Lincoln, Omaha and are generally contacted by the hospital since the patient must first be there before transport.

*** Each Office listing in

phone directory

Ground Ambulances: Ground ambulances exist in Hastings, Kenesaw, Roseland, and Holstein within Adams County. Adams County is also part of the Hastings Area Mutual Aid Association that has mutual aid capabilities with Clay, Nuckolls, Webster, Franklin, and Hall Counties. Other mutual aid is available upon specific request to specific departments.

AIR SERVICE

Lincoln

Star Care Five 1 800 252-4262 Helicopter & Fixed Wing

Omaha

Life Net 1 888 481-7040 Helicopter and Fixed Wing

Kearney

Air Care 1 800 474-7911 Helicopter, Fixed Wing,

Long Distance Ground Service (including out-of-

state)

SUMMARY OF EMERGENCY MEDICAL RESOURCES WITHIN ADAMS COUNTY

RESCUE UNITS	PHONE NUMBER	FIRST RESPONDI UNIT	NUMBER ER OF RESPONDERS	BASIC LIFE SUPPORT	ADVANCED LIFE SUPPORT	NUMBER OF EMTs	NUMBER OF PARAMEDICS	JAWS OF LIFE	SERVICES PROVIDED A/D, EMT-IV, EMT-A/M
Rural Metro	911 or 463-1234_		25	Х	X	19	6		
Hastings Fire	911 or 462-2125		40	Х		20		1	
Hastings Rural Fire	911		29	Х		5		1	
Holstein	756-5678		9	Х		9			
Juniata	462-2151		25	Х		1			
Kenesaw	752-3500		30	Х		15		1	
Roseland	911		15	Х		8			
								1	

Adams County Mass Vaccination Plan

Introduction

Adams County is subject to emergencies that can pose a significant risk to the public's health. Examples include large outbreaks of disease such as pandemic influenza, meningococcal meningitis; vaccine preventable disease outbreaks, and civil emergencies such as bioterrorism attacks, flooding, tornadoes, and other natural disasters. This public health plan enables Adams County to continue operations, carry out functions to protect the public's health, and to prevent the occurrence and transmission of disease.

This plan provides an overview of the relationships, responsibilities, and guidelines for a coordinated response between the Adams County Emergency Management, the medical community, the South Heartland District Health Department (SHDHD) and the regional, state, and federal support systems in responding to a public health emergency. The guidelines are flexible and adaptable to emergencies where the SHDHD is the lead agency in the response, such as disease outbreaks, and where SHDHD may play a supportive role to emergency management during disaster situations and medical emergencies, including mass casualty incidents.

Plan Overview

When notification has been received that there has been an attack involving biological agents within the United States, and the government has issued a directive for mass administration of vaccines and/or prophylactic medications, this plan will be activated.

This plan shall adhere to the policies, plans, guidelines, and procedures set forth in the Adams County Local Emergency Operations Plan (LEOP).

Responsibilities for the actual implementation of this plan will be divided among the following core teams for each clinic site:

- County Emergency Management
- Public Information
- Local Medical Management
- Security/Crowd Control
- Volunteer/Clerical
- Transportation

There are 4 phases to this Emergency mass vaccination Plan:

- 1. Initiation
- 2. Preparation
- 3. Administration
- 4. Evaluation

An Emergency Mass Vaccination Procedure Kit will be kept in the offices of the Adams County Emergency Management Director's office, the South Heartland District Health Department, and the Infection Control Office at Mary Lanning Memorial Hospital. This kit will contain the following:

- Emergency Mass Vaccination Plan
- Clinic Personnel Phone Numbers
- Team Assignments and Instruction Sheets
- Clipboards
- Pens
- Name Badges
- Sign-in Sheets for Personnel
- Immunization/Medication Forms and Consents (If available)
- Educational Video/Material (if available)

Initiation:

The Nebraska Emergency Management Act grants the Governor authority to provide state-level support to local governments in times of extreme emergency or disaster. Therefore, notification of the need to open mass vaccination clinics will come through the Governor's declaration of a State of Emergency. Notification to South Heartland District Health Department will come through a phone call or the Nebraska Health Alert Network (HAN).

Upon receiving the notification, the Emergency Response Coordinator of the South Heartland District Health Department, or her/his designee will notify the Adams County Emergency Management Director and will dispatch a courier (with security escort) to pick up the vaccine, medication, etc. from Grand Island. The Adams County Emergency Management Director activates the Adams County LEOP, and initiates the call system. The Emergency Response Coordinator from the SHDHD will initiate the clinic emergency call chain by notifying each of the Clinic Site Coordinators who will be responsible for activating their individual emergency call list for their clinic.

Adams County Emergency Management Director Notifies:

Name	Work #	Phone	Home #	Phone	Cell Phone #	Team
Joyce	402-46	2-6211	402-46	3-6999	402-469-2543	South Heartland Dist.
Crawford						Health Dept.
						Mayor of Hastings
						Adams County
						Commissioner -
						Chairperson
						Public Information
						Leaders
						Local Medical
						Management Leaders
			Security/Crowd			
						Control Leaders
						Transportation/Facility
						Leaders
	Volun		Volunteers/Clerical			
	Leaders		Leaders			
						All Police & Fire
						Departments

Public Information Team Leader Notifies:

Name	Work Phone	Fax Phone	Misc.
	Numbers	Numbers	Numbers
KGMT-KUTT Radio	402-729-3382		
1310 AM or 99.5FM			
KHAS Radio, 1230	402-462-2511	402-463-3866	
AM			
All-Hazard NOAA			
Radio, Freq.			
162.525 MHz			
KRFS Radio, 1600	402-879-3207	402-789-4741	
AM or 103.9 FM			
KSNB-TV	402-879-4249		
KHAS-TV Ch. 5	402-463-1321	402-463-6551	
Hastings Tribune	402-461-4657	402-462-2184	
KLTQ-FM 94.5	402-461-4922	402-461-4950	

Local Medical Management Team Leader Notifies:

- Mary Lanning Memorial Hospital: He/she will initiate the hospital External Disaster Plan.
- Release the transportation of the supplies that are stored at the <a>??? Hospital to the Adams Central High School and the Adams County Fairground clinic sites
- Triage Personnel
- Physician Evaluators
- Vaccinators/Witnesses
- Exit Reviewers
- Pharmacists/Pharmacy Techs
- Appoint ???? to work with mobile vaccination team during the third/fourth day of the clinic to do vaccinations and/or prophylactic medications at nursing homes, etc.

Security/Crowd Control Team Leader Notifies:

- The local fire chiefs from the county who will be in charge of Traffic and Security.
- Law Enforcement from other communities to assist with security.
- Assign staff to work at the other parking areas ???? Will we have other parking areas?
- Appoint appropriate personnel to work with the staff assigned by the Local Medical Management Team Leader on the mobile vaccination unit during the final day of the clinic.

Transportation/Facility Liaison Team Leader Notifies:

- Bus Drivers
- Facility Manager

Volunteers/Clerical Team Leader Notifies:

- Forms Distributors
- Video Operators
- Clinic Flow Personnel
- Translators

The Command Center will be set up at the <u>????</u> Principal's Office <u>????</u> at the Adams Central High School and the east kitchen of the Hastings Fairground. All team leaders will report to the Command Center within two hours of notification.

The Mass Vaccination Clinic sites will be located at:

Adams Central High School 1090 S. Adams Central Avenue Hastings, Nebraska Adams County Fairground 947 South Baltimore Hastings, Nebraska

Once the SNS has been shipped, it will arrive at the hub site of Grand Island. Central District Health Department staff will receive and oversee distribution of supplies. then be picked up by the sub hub staff in Hastings. The Adams County Sheriff's office staff will be contacted to retrieve the vaccine and/or prophylactic medication or other supplies from Hastings and bring them to the mass vaccination site. The vaccine will be signed off to a designated person at the clinic (pharmacist or supplies team leader). Vaccine and/or prophylactic medications will be collected for all four counties in the District (Adams, Clay, Nuckolls, and Webster Counties). Representatives from each of the other three counties will be responsible for retrieving their share of the vaccine and/or prophylactic medications from the sub hub located in Hastings. (Site yet to be determined ????). If the vaccine comes before the clinic is activated it will be delivered to the Law Enforcement personnel. The vaccine will be signed off by the County Sheriff's staff to the City Police Chief and placed in safe keeping under lock and guard. The vaccine and/or prophylactic medication will be guarded at all times with an armed officer and will continue to be under the direction of the pharmacist or the supplies team leader. Certain types of Vaccines and/or prophylactic medications may require special precautions, i.e. refrigeration, etc.

The local Red Cross chapter will initiate the call for volunteers utilizing local media sources (see list for media information on page 3 of this Plan). Volunteers will be instructed to go to the ???? Principal's office at the Adams Central High School (or the Command Center) and the east kitchen in the Adams County Fairground Command Center for instructions. If they are in the volunteer registry (have received training previously) will then have their license checked if applicable, pick up their security badge and be assigned a work site.

If a person reports to volunteer who is not in the Red Cross volunteer registry, they will complete a volunteer form, have their license checked, complete training (1-24 hours worth of training depending on how much time is available and what the emergency is), and obtain a security badge (different badges every day).

The Police and Fire Departments, upon notification by the Emergency Management Director will issue a call for all available personnel. Police and Fire Department personnel reporting for duty will be assigned to the areas of greatest need by their immediate supervisor, probably security.

Preparation:

The Emergency Mass Vaccination Kits will be taken to the Command Center. If the alternative clinic sites are needed, they will be located at the Hastings High School ???? located at ??? Street, Hastings, NE and the Osborne Family Complex Basketball Building at Hastings College, ??? Street, Hastings, NE. The SHDHD Executive Director or designee will obtain the SHDHD kit and bring it to one of the locations. If it is necessary to change the location of the command center all personnel will be notified at the time of their initial call-in. All clinic positions and operations will be staffed before that clinic opens to the public.

First Responders to the Command Center (All Team Leaders):

- Place personnel registration sign-up sheets on tables.
- Assign individual teams their duties for the day.
- Facility manager will assign individuals to set up tables in the schools.
- Personnel shall sign in upon arriving at the command center and will be given their assignments at that time.

County Emergency Management Team Leader:

- Coordinate overall set up of command center
- Request that the Adams County Commissioner Chairman and the Mayor of Hastings declare a state of emergency. (These calls would have been some of the first calls made by the Adams County Emergency Management Director)
- Verify that all team leaders or their substitutes have been notified
- Assist with communications
- Functions as problem solver during set up

Public Information Team Leader:

- Prepare press release Contact information for media listed on page 3 of this Plan
- Notify media and answer questions
- Work with the Adams County Emergency Management Team Leader in the Command Center

Security/Crowd Control Team Leader

- Assign and dispatch security personnel to their specific duties in and around the clinic
- Assign one head fire chief to charge of security
- Assign one head fire chief to assign individuals to direct parking at the school
- Assign security officer to the vaccination site.
- Assign a minimum of 10 personnel (if available) to the school to assist with crowd control and security.
- Assign a minimum of 10 personnel (if available) to the off site parking area to deal with distraught people arriving or leaving.
- Collaborate with personnel in charge of each entrance and exit of the clinic
- Monitor security officer in the clinic (at least one security officer should be present in clinic at all times)

Transportation/Facility Liaison Team Leader

- Make sure all outside doors and unused classrooms are locked except main entrance.
- Open gyms, video classrooms, and place hallway rails in appropriate places.
- Assign personnel at all entrances of the clinic facility
- Arrange for replacement drivers as needed.

Volunteers/Clerical Team Leader

- Coordinates Volunteer efforts
- Set up calling team at command center to call for more help and schedule throughout clinic days.

- Assign person to screen participants as they enter clinic site to sort out those who may have been in contact with smallpox.
 - ✓ Take those who have been exposed to a separate area for treatment
 - ✓ Instruct the others to proceed to registration
- Coordinate Registration site set up
- Assign individual to set up and coordinate Educational Rooms for Video Orientation at the school
 - ✓ Assign 6 video rooms (if available) for video viewing.
- ??? Contact person in charge of opening the (Churches) for child care of clinic volunteers
- ??? Assign individuals to report to the (Churches) to assist with child care of clinic personnel. (maybe the lady's clubs at church would volunteer for daycare?)
- Assign one assistant to each immunization table to assist as needed.
- Have volunteers prepare snacks for personnel (can Red Cross do this?)
- Call Chaplains in the area to assist with distraught individuals if needed.

Volunteer/Clerical Staff:

- Register and issue vaccination/medication cards to participants
- Man Video Orientation Rooms
- Obtain consents
- Provide snacks for clinic volunteers and those feeling ill from vaccine/medication
- Assist parents with young children
- Coordinate with volunteers for food at clinic site

Local Medical Management Team Leader:

- Local Medical Management Team Leader will assign medical personnel their duties.
 - ✓ Assign 12 vaccinator/witnesses (four for each table so they can switch off and on so one person doesn't get tired of doing all of the vaccinating)
 - ✓ Four medical personnel to report to each triage room.
 - ✓ Assign float personnel for each table
 - ✓ Assign pharmacist to reconstitute vaccine (in staging area, where ???)
 - ✓ Two nurse for mobile vaccination team.
- Personnel who live out of town will be assigned to the first shift. Local Personnel will be given a specific time they are to report back for duty.
- Hospital personnel may be assigned to hospital duty if needed to free up medical personnel needed at the mass vaccination clinic.
- First MD to respond will be responsible for Triage.
- Coordinate mobile team that will be visiting other disabled or nursing homes.
- Assigns individuals to assist with pediatric vaccinations (may be non-medical)
- Medical personnel who are unable to make emergency arrangements for childcare may bring their children with them. The children will be taken to the (Church) where personnel will supervise their care.
- Assist with the coordination of EMT support
- Assign EMT support to help watch people who have been vaccinated.
- Ambulance personnel will be stationed at the clinic sites.

• Delegate individual to obtain medical supplies from storage at ???? where ???? Hospital?.

- ✓ Administration Needles (i.e., bifurcated needles)
- √ Vinyl exam gloves (non-latex)
- ✓ Cover gowns (disposable)
- ✓ No-Rinse antiseptic hand cleanser
- ✓ Sharps containers
- ✓ 2X2 Sterile Gauze
- ✓ Paper tape
- √ Bio-hazardous waste receptacle
- ✓ Wheelchairs (where do we get these?)
- ✓ Emergency cots (where do we get these?)
- Supervise and help set up vaccination tables in school. On each end of the tables place the following items:
 - ✓ Administration Needles (i.e., bifurcated needles)
 - ✓ Vinyl exam gloves (non-latex)
 - ✓ Cover gowns (disposable)
 - ✓ No-Rinse antiseptic hand cleanser
 - ✓ Sharps containers
 - ✓ 2X2 Sterile Gauze
 - ✓ Paper tape
 - √ Bio-hazardous waste receptacle

NOTE: Do NOT use alcohol skin preps for Smallpox Vaccine.

Administration

Clinic Job Descriptions:

Medical Gatekeeper: Assist security in assessing clients as they first arrive at the clinic site. Should be highly trained volunteer or clinician who screens for obvious signs of illness. Obtain information about possible contacts from ill persons (i.e. family members, possible contact with pregnant women, address, work place and other pertinent information). Directs sick persons to Medical Station or arranges transportation to primary care site (ambulances that are stationed at the clinic site)

Medical Station Staff, including Medical Director/Physician's Assistant; Certified Nurse Practitioner and paraprofessionals:

- Evaluate clients who may have possible contraindications to vaccine and determine whether the client can receive the vaccine and/or prophylactic medication or whether the client needs to be referred to his/her primary care provider for further evaluation.
- Evaluate persons who are or may be ill to determine whether the client can receive the vaccine and/or prophylactic medication or whether the client needs to be referred to his/her primary care provider for further evaluation. If the client may be ill with a reportable communicable disease or condition that may need additional follow-up,

obtain basic information on the client and illness/condition and forward the information to designated Disease Investigation Specialists (DIS) for further investigation.

 Answer medical questions. When necessary perform physical examination of patients who state they may be or are ill or may have conditions that may constitute contraindications.

Triage/Greeters: (May be non-medical staff) Greet and conduct initial orientation of potential Vaccine/Prophylactic Medication recipients upon their arrival; provide basic information (verbally or with a video presentation); distribute informational material and forms to be filled out. Send ill persons, persons with recent case contact or persons with possible contraindications to vaccine and /or prophylactic medications to the Medical Station.

Registration Staff: (Medical staff) Review each vaccine recipient's forms for completeness and accuracy; assist clients with completing documents. Send ill persons and persons with recent case contact, or persons with possible contraindications to vaccine and/or prophylactic medication to the Medical Station.

Immunizers/Administrators/Witnesses (Nurses, EMS personnel, Physicians);

Verify that there are no medical contraindications to vaccination and/or receiving the prophylactic medication. Vaccinate and/or administer the vaccine and/or prophylactic medication. Complete the documentation of administration. Sign or provide the client with verification of administration. Observe vaccine recipients for immediate reaction or complications. Each administration table is staffed by immunizers/administrators and "witnesses". The witnesses and the administrators trade off responsibilities. This assures that the administrators do not become fatigued and that there is sufficient "back-up" and assistance for any unusual or emergency situations.

Immunizer Assistants: (May be non-medical staff) Assist the immunizer with all aspects of pre-and post-vaccination activities. Ensure that vaccination station maintains adequate supplies; assist vaccine recipients in preparing the vaccination site (roll up sleeve, remove arm from shirt/blouse, etc.); clean vaccination site, if necessary; apply dressing to the vaccination site; instructs clients about care and changing of dressing.

Post-immunization: (May be non-medical staff) Provide the recipients with records of vaccination, treatment. Ensure that recipients have been provided information on possible side effects, care of injection sites, pain-fever management related to vaccine side effects, emergency contacts, and any other related information.

Forms Collectors: (May be non-medical staff) Verify that forms are correctly completed; collect all necessary forms from recipients before departure.

Crowd Controllers: Personnel should be stationed every few yards along the waiting line to distribute VIS's, answer questions, monitor clinic flow, and check for ill persons (or persons having difficulty dealing with the situation). Maybe have some Clergy members involved with this. Some are trained in counseling and would be helpful with people in line.)

Mental Health: Available to clients in need; assess client condition and provides care as needed.

Supply Distributors: Obtain supplies from Supply Manager to keep vaccination/administration stations adequately supplied. Also, transports syringes or doses of vaccine/medication from the "mixing station" to the Immunizers as needed.

Security: Ensure an orderly flow of traffic and parking at the clinic site: assist in maintaining orderly movement of Vaccine/Medications recipients through the clinic; provide necessary control if persons become unruly; assist supply coordinator in maintaining security of medications/vaccine and other clinic supplies.

Recovery Area Staff: Available to client who is faint of having a reaction to a vaccine; assess client condition and provides care as needed.

EMS: Local EMS and an ambulance must be on site during clinics to respond to medical Emergencies.

Clinic Operations:

- Once the Mass Vaccination Plan has been activated, Adams County residents will be notified as soon as possible of the clinic plan and instructions for participation.
- The local media will be used to disseminate information about the Plan and the clinic participation. (Public Information Team Leader)
- Once vaccine and/or prophylactic medications have been received at the clinic site the clinic can begin administration of vaccine and/or prophylactic medications.
- Local emergency management procedures will be followed as outlined in Annex G ???? Appendix 1, Mass Vaccination Plan in the county's LEOP (See attached)
- The public will be given a local number to call for more information and further instructions.

Clinic Stations:

Suggested clinic stations and traffic flow are diagramed on flow chart (attached).

Triage and Initial Screening:

- ✓ Trained volunteers or clinic staff quickly interview clients as they arrive at the site.
- ✓ Separate and direct clients to the appropriate station according to the following:

Registration and Sign-In

- ✓ Well persons who fit the eligibility criteria.
- ✓ Signs should be posted at the entrance, listing eligibility criteria and contraindications.

Medical Station

- √ Females who are or may be pregnant.
- ✓ Persons who state that they have a medical condition that may be a contraindication for vaccine and/or prophylaxis. Post signs, listing contraindications.
- ✓ Those with suspected illness and symptoms are directed immediately to the Medical Station. When appropriate, standard precautions (face masks, gloves, etc.) should be followed in accordance with EMS and HAZMAT guidelines.
- ✓ Those with documentation of previous prophylaxis and/or questionable immunization history.
- ✓ Well individuals are provided educational material and consent forms and directed to the education/video orientation rooms. These rooms are the first point of entry for
- ✓ clients seeking administration of vaccine and/or prophylactic medication.

Education/video orientation rooms:

- ✓ If the person does not have the educational materials and consent forms (which doesn't have to be completed yet) they will receive those then.
- ✓ "Gate Keepers" will stamp clients hands as they leave the rooms, verifying that the
 persons have been provided the educational information.
- ✓ Instruct clients to carefully read and complete the Information Form/Request to Received Vaccine and/or Prophylactic Treatment and have it ready to present at the Medical Screening and Registration Station.

Medical Screening and Registration:

- ✓ Establish eligibility and receive vaccine and/or prophylactic medication. Review address, identification, referrals, or any information needed to determine eligibility; Conduct counseling and review of the most current Information Statements; two-way verbal communication is essential to obtain informed consent, especially with non-English speaking individuals.
- ✓ Discuss precautions and contraindications prior to administration, according to the latest CDC recommendations.
- ✓ Ensure signature/documentation of consent.
- ✓ Refer to Vaccination/Prophylaxis Administration Station for administration of vaccine and/or prophylactic medications or to Medical Station if there are questions.

Vaccination/Prophylaxis Administration Station:

- ✓ Assure counseling was given to client prior to administering vaccine and/or prophylactic medication.
- ✓ Verify that there are no contraindications to receipt of vaccine and/or prophylactic medications.
- ✓ Administer the vaccine and/or prophylactic medication in accordance with established protocol (Information on specific vaccine and/or prophylactic medications will be available at the time of the clinic)

Post Vaccination/post-treatment Station:

- ✓ Provide the recipient with documentation of vaccination and/or prophylactic medication.
- ✓ Give instructions regarding importance of completing medication, or returning for additional doses of vaccine. Give site care instructions as applicable. Inform clients of tracking/recall procedures.
- ✓ Provide recipients with Standing Orders and if appropriate, an Emergency Kit, for possible reactions to vaccine/first dose of medication and for care of vaccination site.

• Vaccine/Medication Prep Area:

- ✓ Staff prepares vaccine for administration.
- ✓ Staff stocks the Vaccine/Prophylaxis Administration Station.
- ✓ Staff repackages medications into individual doses/quantities.
- ✓ The Supply Manager or Pharmacy Manager maintains a centralized inventory of vaccine and/or prophylactic medication, and other supplies.
- ✓ The Supply Manager or Pharmacy Manager ensures that all stations are continually stocked with adequate inventories of all necessary supplies.

Medical Station:

The following persons are referred to the Medical Station:

- ✓ Persons with possible contraindications to vaccines and/or prophylactic treatment drugs.
- ✓ Persons with a recent history of selected illnesses or who may be currently ill;
- ✓ Persons who have medically related questions that cannot be answered by the Registration Staff.
- ✓ The Site Physician/Physician's Assistant/Certified Nurse Practitioner will assess the clients regarding administration of the vaccine or treatment drug. Client's may be referred their private health care providers for a more comprehensive assessment.
- ✓ These people will be instructed to exit the building through an identified exit that is not part of the clinic flow pattern.
- ✓ If appropriate, arrange for transportation to the nearest care facility with the least exposure to other clients.
- ✓ Persons who suffer medical emergency are treated at the ambulance that will be on site for medical emergencies.
- ✓ Medical Station staff will maintain a record of persons seen, reasons for the assessment and action taken, including basic identification and demographic information, in case there is a need to contact the client at a later time

• Mental Health Station:

✓ Assist clients who are having difficulty coping or need extra attention.

Interpretation Station:

- ✓ Assist persons who are unable to read and/or write English. These people will be at the front doors and follow the clients along who need them, have some stationed at each station, or they will go where needed in the clinic.
- ✓ If the person does not speak English, assist as needed in reading, writing, and/or interpreting.

- ✓ Provide information in foreign languages and provide interpreters to ensure that the clients understand the information and are appropriately screened and complete all necessary documentation.
- ✓ Interpreters may need to accompany non-English speaking persons through the clinic.
- ✓ Interpreters may be placed strategically through the clinic to ensure that there is assistance as needed.

EVALUATION

All Team Leaders will meet at the Command Center at the conclusion of each day to evaluate and correct any potential problems.

CONTINGENCY PLAN

- Each Team Leader will have a replacement in the event they are not able to function.
- If the Adams Central High School Site or the Adams County Fairground has been damaged and can not be used for this plan, the alternate sites of the Hastings High School ???? Street in Hastings or the Osborne Family Complex at Hastings College ??? Street, Hastings, will be used
- In the event that water or electricity is compromised, annex ??? will be implemented.
- Portable generators supplied by ???? and ??? will provide electricity in the event of a power failure.

Draft 8-6-03

County Emergency Management Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

Public Information Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

Local Medical Management Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

Security/Crowd Control Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

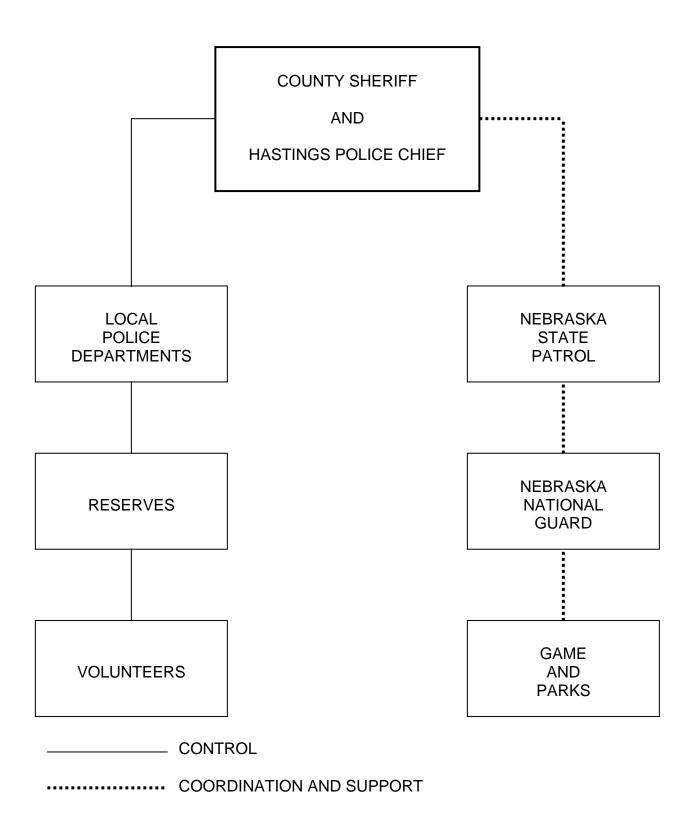
Volunteer/Clerical Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

Transportation/Facility Liaison Team Leader

Name	Work Phone #	Home Phone #	Cell Phone #	Alternate #

LAW ENFORCEMENT



LAW ENFORCEMENT

I. <u>PURPOSE</u>

This Annex assigns responsibilities and provides coordination among the law enforcement agencies operating during disasters to ensure the safety of all citizens in Adams County, maintain law and order, protect public and private property, and provide protection for essential facilities, industries, and supplies.

II. <u>SITUATION</u>

During disasters, law enforcement agencies will need to expand their normal operations to provide increased control, protection, and security. Mutual aid, state and federal law enforcement agencies may be available to support local law enforcement. There are two law enforcement agencies in Adams County. See Attachment 1.

III. ASSUMPTIONS AND PLANNING FACTORS

Local law enforcement activities will generally increase significantly during disaster operations. Additional law enforcement resources and services may be available through law enforcement mutual aid agreements. If local capabilities are overwhelmed, outside support may be obtained from state and federal law enforcement agencies. Areas that may require support are:

- A. Traffic and crowd control,
- B. Evacuation,
- C. Search and rescue operations,
- D. Security,
- E. Major transportation accidents,
- F. Acts of terrorism or other federal crimes,
- G. Civil disobedience.

IV. ORGANIZATION/RESPONSIBILITIES

The Adams County Sheriff and Hastings Police Department are responsible for law enforcement within their respective jurisdictions. Troopers from the Nebraska State Patrol are available to support local law enforcement requirements. Nebraska

National Guard units are available to provide support subsequent to a Governor's Disaster Proclamation. Law enforcement responsibilities during disaster operations may include, but are not limited to:

A. <u>Hastings Police Department</u>

- 1. Maintain law enforcement in their jurisdiction, including crime scene investigation and victim identifications.
- 2. Participate in evacuation procedures and special contingency planning,
- 3. Provide security, traffic and crowd control in the disaster area,
- 4. Coordinates search & rescue operations with the fire department,
- 5. Provide Information to the Emergency Operating Center on damage assessment,
- 6. Maintain records of disaster related costs occurred by their department,
- 7. Provide security at ARC shelters, if enough personnel available.

B. Adams County Sheriff

- 1. Directs the Adams County Sheriff's Office,
- 2. Coordinates evacuation procedures and special contingency planning with local law enforcement,
- Coordinates search operations in rural areas; may work with Police Department in search and rescue efforts,
- May assist Police Department in security, traffic and crowd control in the disaster area,
- 5. Recommends establishment of mutual aid agreements with adjacent jurisdictions,
- 6. Maintains records of disaster related costs occurred by their department.

C. Nebraska State Patrol

- 1. Performs law enforcement activities within Adams County in accordance with responsibilities assigned by State Statutes,
- 2. Participates in evacuation procedures and special contingency planning.

3. Assists local law enforcement in disaster functions, such as security, traffic and crowd control, search and rescue efforts,

- 4. Maintains records of disaster related costs occurred by their department,
- 5. Coordinates Nebraska State Patrol operations with Adams County; the State Patrol may set up its Mobile Command Post, if needed.
- D. <u>Game and Parks:</u> provides law enforcement in state parks and recreation areas; may assist county law enforcement agencies.

E. Other Support

- Reserve/Auxiliary Training: both the Adams County Sheriff and the Hastings Police have reserve law enforcement personnel who are qualified and will be used.
- 2. <u>Volunteers:</u> if utilized, will assist law enforcement personnel, as directed.
- 3. Nebraska National Guard: under disaster conditions proclaimed by the Governor, National Guard assistance may be requested through the Adams County Emergency Management Agency who will contact the Nebraska Emergency Management Agency for such assistance. Mission support provided to law enforcement may include, but is not limited to:
 - Assisting Adams County law enforcement resources during evacuation activities.
 - b. Search and rescue operations,
 - c. Providing transportation and communications resources,
 - d. Traffic management, including roadblocks,
 - e. Providing security in the disaster area,
 - f. Assisting in crowd control and riots,
 - g. Providing aerial reconnaissance of disaster areas,
 - h. Providing support during acts of terrorism.
- 4. The Adams County Wing of the Civil Air Patrol is under a Mutual Aid Agreement with the State of Nebraska, and a Letter of Understanding with Adams County for assistance. Assistance requests to the Civil Air Patrol must be made through the Adams County Emergency Management Office who will contact the Nebraska Emergency Management Office, asking for a

Mission Assignment. The Adams County Wing of the Civil Air Patrol may be available to assist with the following:

- a. Assisting in search and rescue operations.
- b. Providing communications resources
- c. Traffic Management support.
- d. Providing aerial reconnaissance of disaster areas.
- e. Providing security support in a disaster area.

V. CONCEPT OF OPERATIONS

A. General

Emergency law enforcement operations will be an expansion of normal operations and responsibilities. Each law enforcement agency is responsible for providing law enforcement for its jurisdiction. Upon request, they may assist in 'similar functions outside their jurisdictional area.

B. Coordination

- In an event involving a number of individual law enforcement agencies, it will be the responsibility of each agency chief to ensure that effective coordination and cooperation between agencies is accomplished.
- 2. If the Emergency Operations Center (EOC) is activated, the affected jurisdiction's law enforcement chief will advise and make recommendations to the Unified Command Group in their area of responsibility.
- 3. Under disaster conditions beyond local capability, National Guard assistance may be requested by Adams County Emergency Management Agency through the Nebraska Emergency Management Agency.

C. Warning

Law enforcement personnel may support warning procedures by using emergency vehicles with sirens and public address systems to ensure notification of all residents in an affected area.

D. Traffic and Crowd Control

Law enforcement agencies have the major responsibility of providing traffic and crowd control to ensure a safe and orderly evacuation of the disaster area.

 Law enforcement units will be located at traffic control points on streets and roads designated as evacuation routes.

- 2. Where possible, evacuation routes will be confined to all-weather roads to provide easy accessibility and minimize the possible effects of inclement weather on evacuation operations.
- 3. Emergency routes will be designated as necessary. Directives banning parking on emergency routes will be recommended by the law enforcement chief to the Executive Group.
- 4. The broadcast of timely advice to the public on the progress of the evacuation will be of utmost importance.
- Spontaneous evacuation from the hazard area can be anticipated prior to an order for evacuation.

E. Security and Access Control

Individual jurisdictions will maintain regular security protection. Law enforcement personnel will establish and enforce policies and procedures for movement in restricted disaster areas.

1. Security

- a. Security will be provided by the law enforcement agency having primary jurisdiction.
- Upon activation of the Emergency Operations Center, a security guard may be posted to prohibit unauthorized personnel from entering the operational area.
- c. A curfew may be established by declaration of the Chief Executive and will be enforced by law enforcement.
- d. Law enforcement personnel will provide security for emergency response forces during disaster operations and establish a secure cordon around the disaster site(s).

2. Access Control

- a. Members of the EOC Staff will coordinate emergency worker identification requirements with law enforcement officials.
- b. Access control will be established for the disaster area and control points will be established to control entry into the area.

c. Other than immediate emergency response personnel, entry into a disaster area will be controlled by the establishment of a pass system. The Adams County Emergency Management Agency and the Nebraska State Patrol have a pass system capability, which can be adapted and used by local agencies.

d. If a segment of the population is evacuated, control points will be established on routes providing access to the evacuated area. Operational responsibility will be coordinated among the various law enforcement agencies.

3. Pass and Identification

- a. Most Adams County Emergency Management personnel have been provided with the brown local government emergency response cards. Additional cards can be issued as necessary. Possession of this card permits full-time entry into restricted disaster areas.
- b. Emergency Management will determine need and issue volunteers the brown card that automatically expires 15 days after date of issuance.
- c. Some City of Hastings employees have been issued permanent identification cards by Adams County Emergency Management, or the Hastings Police Department. Possession of this card will permit access to restricted areas within the City.
- d. Local government personnel not issued permanent identification cards will be issued a pass on a temporary as-needed basis by the appropriate law enforcement agency in coordination with the Emergency Management Director, Police Chief or Adams County Sheriff.
- e. Media personnel within the county are provided with identification cards by their individual agencies. These identification cards will be recognized for entry into authorized areas.
 - a. Other media personnel will be issued the yellow media identification card by the appropriate law enforcement agency in coordination with the Emergency Management Director.
 - b. The Emergency Management Office maintains pass kits for use with residents and other volunteer emergency works that can be issued by the appropriate law enforcement agency in coordination with the Emergency Management Director.

F. Search Coordination

Law enforcement officials are responsible for the coordination of search efforts involving:

- 1. Lost or missing persons,
- 2. Fugitives,
- Bomb threats.

G. Extended Disaster Operations

- All law enforcement personnel in Adams County may go on full-time status with extended shifts to maintain a 24-hour capability. An exception will be individuals who are considered by the Executive Group to be key personnel in other areas.
- 2. Mutual aid information will be coordinated through the Emergency Operations Center by the law enforcement chiefs.

H. Damage Assessment

Law enforcement agencies will support damage assessment by providing the initial definition of the disaster area and maintaining security of damaged areas and essential facilities to include cordoning of disaster site.

I. Radioactive Materials Incident/Accident

- Each law enforcement chief may select personnel to be trained in both radiological monitoring equipment operation and agency emergency response procedures.
- 2. In responding to an emergency situation, law enforcement's primary role will be establishment of a security zone.
- Fire Department will have responsibility for identification of incident as radiological.

J. Hazardous Materials Incident

In the event of a hazardous materials incident, the Police Chief, Sheriff, and the Troop Commander, Nebraska State Patrol will ensure that personnel are selected and trained to respond in accordance with the standards set by their governing body in compliance with OSHA and EPA regulations. Provisions will be made to obtain appropriate protective equipment, instruments, and clothing to conduct operation in a hazardous chemical or radiological environment. Refer to Hazmat Annex for specific responsibilities.

K. Prisoners

 On a day-to-day basis, the jail population of Adams County is confined in Adams County Jail in Hastings, Nebraska. This facility has the capability to house 30 prisoners. If a need arose to temporarily control a group of riotous or rowdy persons exceeding the capacity of the jail facility, the Adams County Sheriff would be responsible for selecting a temporary control area.

- 2. The protection or evacuation of the prisoner population is the responsibility of the County Sheriff. In a situation dictating movement of prisoners, movement will be made by the Sheriff and will be determined by available jail space in surrounding jurisdictions.
- 3. Transportation requirements will be coordinated through Emergency Management; school buses will normally be used.

L. Animal Control

Policies for animal control will be determined by the City of Hastings Police Department.

VI. ADMINISTRATION AND LOGISTICS

A. Exercises

Law enforcement personnel will participate in exercises designed to examine the feasibility of this Adams County Local Emergency Operating Plan.

B. Plan Maintenance

The Emergency Management Director, in coordination with law enforcement, is responsible for annual review and update of this Annex.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	Law Enforcement Resources	H-10
2	Pets in Shelters	H-11
APPENDIX 1	TERRORISM	H-13

LAW ENFORCEMENT RESOURCES

	RESOURCE	ADAMS COUNTY SHERIFF	NEBRASKA STATE PATROL	HASTINGS POLICE DEPARTMENT	NEBRASKA GAME & PARKS DEPARTMENT
-	SHERIFF CHIEF DEPUTY	1			
-	DEPUTIES JAIL DISPATCHERS	19 10			
-	POLICE CHIEF			1	
-	CAPTAINS			2	
-	OFFICERS			36	1
-	STATE TROOPERS			23	
-	RESERVES	2		2	
-	TOTAL	33	23	39	
-	Vehicles With Radios	19	23	15	1
-	Mobile Command Vehicle				
-					

PETS IN SHELTERS

Family disaster planning should also include pets. Household pet planning should include the following steps:

- 1. Locate a safe place for the pets <u>before</u> disaster strikes. Friends or relatives outside the affected area may shelter your animals.
- 2. Prepare a list of boarding facilities and veterinarians who could shelter animals in an emergency; include 24 hour phone numbers.
- Call hotels and motels in your immediate area and a reasonable distance from the home. Ask whether they accept pets, under what conditions, and whether they are restricted as to the size or number of animals.
- 4. Call local boarding kennels.
- Assemble a Portable Pet Disaster Supplies Kit: Essential supplies will be needed, regardless of the time the family will be away. A portable pet disaster supply kit should be assembled and kept in a sturdy container in an accessible place.
 - a. Medication and medical records (stored in a water proof container),
 - b. A first aid kit,
 - c. Current photos of the pet(s),
 - d. Food, portable bowls, cat litter/pan, and can opener,
 - e. Instructions on the pet(s)' feeding schedules, diet, and special circumstances (allergies, difficulty chewing/swallowing, diabetes, etc.)
 - f. Sturdy leashes, harnesses, and/or carriers to transport pets.
- 6. Know what to do as a disaster approaches:
 - a. Call ahead to confirm emergency shelter arrangements for you and your pet.
 - b. Check to be sure your pet disaster supplies are ready to take at a moment's notice.
 - c. Eliminate search time for your pets by sheltering them in one central place (a barn, the house, the basement, storm cellar, etc.).
 - d. Make sure all dogs and cats are wearing collars that are securely fastened with up-to-date identifications. If available, attach the name, address, and phone number of the temporary shelter the family will be at, or the

ADAMS COUNTY LEOP ANNEX H
ATTACHMENT 2

information of the friend/relative where you'll be staying. Temporary tags may be purchased or adhesive tape attached to the pet's I.D. tag may be used for additional information.

TERRORISM

I. PURPOSE

A. Introduction

- 1. In June 1995, the White House issued Presidential Decision Directive 39 (PDD-39), "United States Policy On Counter-terrorism," to reduce the nation's vulnerability to terrorism, to include nuclear, biological, chemical, and other weapons of mass destruction. The Directive establishes the Federal Bureau of Investigation (FBI) as the lead Federal agency in charge of Crisis Management and the Federal Emergency Management Agency (FEMA) as the lead federal agency in charge of Consequence Management.
- 2. Terrorism, as defined by the Federal Bureau of Investigation is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.

B. Purpose Of This Annex

- 1. To provide guidelines for assessing threats and reducing a community's vulnerability to terrorism.
- 2. To assist in developing a comprehensive and integrated plan for local governments to work in cooperation with state and federal agencies in responding to and managing the "crisis" of terrorism, including the use of nuclear, biological, chemical, and other weapons of mass destruction (WMD).
- 3. To provide guidance in coordinating "consequence" recovery activities in the community after a terrorist incident.

II. SITUATION

A. Scope Of This Annex

- This Annex applies to all threats or acts of terrorism within Adams County and to the departments/agencies that may be required to respond to a threat or act of terrorism.
- This Annex builds upon concepts already addressed in this Local Emergency Operations Plan (LEOP) to respond to and recover from a broad spectrum of hazards, but it will also address unique actions necessary to respond to a terrorist act.

B. Response and recovery to a terrorist act encompasses two areas - Crisis Management and Consequence Management, respectively.

- Crisis Management (response): includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve threats or acts of terrorism.
 - a. On the local level, initial response will be by local authorities, using an Incident Management System.
 - b. When the incident becomes identified as a terrorist act or there is a credible threat, Presidential Decision Directive 39 directs the FBI to become the lead agency. Local and state responders will coordinate in their functional responsibilities with the FBI.
- 2. <u>Consequence Management (recovery)</u>: includes measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism.
 - a. On the local level, Emergency Management is responsible for the Consequence Management of the operation.
 - b. When the incident is beyond local capability, the State of Nebraska will provide assistance, as required.
 - c. When the incident is identified as a terrorist act, Presidential Decision Directive 39 states that the Federal Emergency Management Agency will retain federal responsibility for Consequence Management.

C. Conditions

- Concern or an actual threat of terrorism: may prompt precautionary measures. A credible threat scenario will initiate a threat assessment led by the Federal Bureau of Investigation.
- Significant threat or act of terrorism: will cause response and implementation of Crisis Management as described in this Annex. Consequence Management may be initiated to support responders and to protect health and safety of the community's citizens.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. All communities are vulnerable to acts of terrorism.
- B. Terrorist events may occur with little or no warning and involve one or more of a variety of tactics to include WMD, bombing, hostage taking, etc.

C. The fact that an emergency situation was a result of a terrorist act may not be determined until days, weeks, or months after the event has occurred.

- D. The local Emergency Management organization is based on a broad, functionally oriented, multi-hazard approach to disasters that can be quickly and effectively integrated with all levels of government.
- E. No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- F. Terrorism against a large population may overwhelm local and state government almost immediately; major events involving WMD may overwhelm federal capabilities as well.
- G. If protective capabilities are not available, responders cannot be required to put their own lives at risk in order to enter a perimeter contaminated with nuclear, biological, or chemical (NBC) material. It is possible that the perimeter will be closed until the effects of the NBC material have degraded to levels that are safe for first responders.

IV. CONCEPT OF OPERATIONS

A. <u>Hazardous Analysis</u>

Emergency Management, in coordination with law enforcement and any other appropriate agencies, should conduct a Hazards Analysis to identify facilities/individuals, essential services, and activities that might be at risk from terrorism.

B. Initial Response To Terrorism

- 1. Once it is suspected or determined that the incident may have been a result of a terrorist act, the following agencies will be notified:
 - a. Federal Bureau of Investigation (402-493-8688)
 - b. Nebraska State Patrol,
 - c. Nebraska Emergency Management Agency (Toll free 877-297-2368),
- 2. In responding to any terrorist event in a local community, the Incident Management System (IMS) will be utilized to effectively organize and integrate the various disciplines into one multi-functional organization.

 The local Emergency Management organization will provide the framework under which local resources will be coordinated and deployed to support response efforts; EM will also be responsible for coordinating recovery efforts from a terrorist incident.

C. <u>Site Assessment</u>

- 1. The area will be quickly evaluated in terms of responder safety and public health in order to identify the need to implement protective actions.
- 2. The need for protective equipment by response personnel will be assessed.
- Evacuation or in-place protection of the general population in the affected area will be determined.
- 4. When a secondary device is suspected or discovered, the area must be evacuated immediately.
- Security and access control measures in and around the disaster site will be implemented immediately by first responders to ensure public and responder safety as well as facilitate response and recovery initiatives.
- 6. Local law enforcement will immediately begin working with all responders to ensure that the crime scene is preserved to the maximum extent possible.

D. Beyond Local Capability

- Response to a terrorist event will involve multiple jurisdictions and levels of government. Upon arrival of state and federal resources at the local scene, response and recovery operations will be structured to include federal, state and local representation.
- 2. The overall lead agency after a terrorist act will be the FBI with primary responsibility for Crisis Management. FEMA will be the Federal Coordinating Agency for Consequence Management. In both cases, the FBI and FEMA will work in consultation with local, state, and other federal liaisons and agencies.

E. Command Structure

The Unified Command System (UCS) will incorporate multi-levels of response similar to the Incident Command System already functioning at the local level. Members of UCS are jointly responsible for the development of objectives, priorities, and an overall strategy to effectively address the situation.

F. Crisis Management - Unified Command System

1. All agencies involved in emergency response in the field report to one Unified Command Post and follow one Incident Action Plan (IAP).

- 2. Factors determining agencies responding will be:
 - a. The terrorist tactics employed,
 - b. The challenges presented by the scope and nature of the incident,
 - c. The target group involved,
 - d. The response and recovery capabilities of the community impacted.
- 3. The Operations Section Chief, designated by the Unified Commander, will be responsible for the implementation of the Incident Action Plan. The designation of the Operations Section Chief is based on a variety of factors that may include such things as:
 - a. Existing statutory authority,
 - Which agency has the most involvement for that operational period,
 - c. The amount of resources involved,
 - d. Mutual knowledge of the individual's qualifications.

G. Joint Operations Center:

The FBI Field Office responsible for the incident site can modify its Command Post to function as a Joint Operations Center (JOC). Selected local, state, and federal Consequence Management agencies may be requested to serve in three areas at the JOC:

- 1. Command Group (multi-agency),
- 2. Support Group (media public information functions),
- 3. Consequence Management Group (liaisons).
- 4. Operations Group (Multi-Agency; Investigative)

H. Consequence Management

- As the terrorism event unfolds, local Emergency Management and the Nebraska Emergency Management Agency will each conduct operations at their respective Emergency Operations Centers. Procedures for coordination between local and state agencies will be maintained as in any other disaster.
- 2. Local representatives may be requested to serve in the Joint Operations Center structure as established by the FBI.

I. Technical Support

 Once federal authorities have been notified of a suspected, threatened, or actual terrorist incident, both the FBI and FEMA can request federal agencies to support operations. These agencies/teams will be comprised of members who have the technical expertise to deal with a full range of terrorist tactics to include nuclear, biological, and chemical incidents.

- a. The FBI may deploy a Domestic Emergency Support Team (DEST) to provide expert advice/assistance to the on-scene commander in the event of a major terrorism event.
- b. FEMA can activate a Catastrophic Disaster Response Group (CDRG), rapidly deploy an Emergency Support Team (EST) to the scene, and/or request response of federal agencies that have been assigned duties under the functions of the Federal Response Plan.
- 2. Local and state specialized teams (i.e., hazardous materials, crime narcotics, gang, hostage, etc.) who have skills and equipment to support these operations will assist federal teams, as directed.

J. <u>Preserving The Crime Scene</u>

- 1. Because of the nature of terrorist acts involving a variety of tactics, law enforcement personnel will work with other responders to:
 - a. Preserve the crime scene while developing strategies to protect response personnel,
 - b. Carry out life-saving actions,
 - c. Implement necessary protective actions,
 - d. Define and contain the hazard.
- 2. First responders become potential witnesses, investigators, and sources of intelligence in support of the crime scene investigation. As such, they should be trained in looking at all incidents as a potential crime scene that may provide evidence in determining the cause of the event and in identifying the responsible parties. First responders will have to review and modify their response procedures to ensure that the crime scene can be preserved to the extent possible without compromising functional responsibilities or standards of service.

K. Accessibility Policies

1. Once the life-saving activities and investigation of the crime scene are completed and the area is considered safe, the area will be made accessible to damage assessment teams, restoration teams, property owners, insurance adjusters, media, etc. However, access to the area may still be limited depending on the extent of damage sustained, general conditions of the area, and who is requesting access.

- 2. Accessibility and reentry policies will be developed in cooperation with the appropriate local, state, and federal officials. Policies will define:
 - a. Who will be given access to the damaged areas,
 - b. Any time restrictions regarding access,
 - c. Whether escorts will be necessary,
 - d. What protective equipment will be required, if any, to enter the area.
- 3. Methods to facilitate identification and accountability of emergency workers, media, property owners, insurance adjusters, etc. will also be developed for safety and security purposes, utilizing some system of colored badges, name tags, arm bands, etc. Security personnel will be responsible for enforcing these policies and procedures.
- 4. Areas on site that pose a potential hazard or risk will be identified and cordoned off with the appropriate isolation and warning devices.

V. RESPONSIBILITIES

A. Crisis Management:

There are Crisis Management procedures that are unique in responding to a terrorist act.

- Law Enforcement, lead by the FBI is responsible for the definition of the perimeter, control of access to the area, investigation of the crime and the collection of physical evidence. See Annex H.
- 2. Fire Service is responsible for fire suppression, search and rescue and hazardous materials response to the level of their training and equipment. See Annex F.
- 3. Emergency Medical is responsible for triage, treatment, and transport of victims. See Annex G.

4. Public Works is responsible for debris removal, utilities, and to aid in traffic management. See Annex K.

B. Consequence Management

Emergency Management is responsible for coordinating public information, damage assessment, sheltering, volunteer coordination, human services, and resource management.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

A. Records

All agencies will maintain records of their expenses incurred in response and recovery activities to a terrorism event.

B. <u>Training</u>

Emergency Management training for response and recovery to terrorism is available to jurisdictions by contacting the Training Office at the Nebraska Emergency Management Agency in Lincoln.

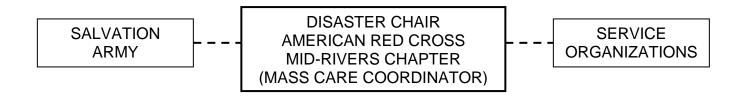
C. Exercising

After the planning and training elements on counter-terrorism have been completed, an exercise addressing potential threats in the community should be conducted.

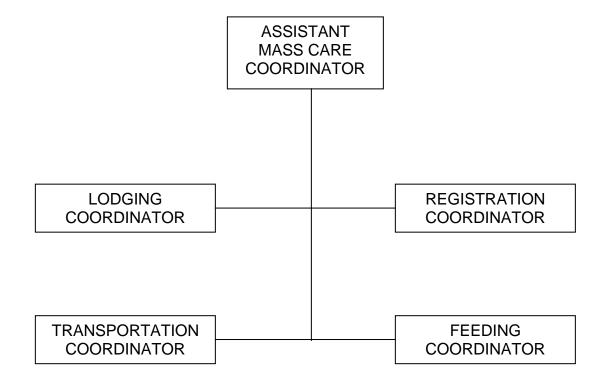
D. Annex Maintenance

The Adams County Emergency Management Director will be responsible for maintenance and improvement of this Annex. The Annex will be reviewed and updated as necessary but not less than annually.

MASS CARE



EMERGENCY MANAGEMENT ORGANIZATION



MASS CARE

I. <u>PURPOSE</u>

The purpose of this Annex is to establish plans, procedures, policy and guidelines for the providing of temporary lodging, feeding, and general welfare of persons forced to leave their homes due to any kind of emergency, disaster or precautionary evacuation.

II. <u>SITUATION</u>

- A. The Adams County Emergency Management Agency has identified numerous hazards that could cause an evacuation of some portion of Adams County. See Annex E. Although the county has a resident population of approximately 31,151, there is no conceivable hazard, which would require mass care of the full population. The most likely scenarios range from a few families to as many as 20,000 persons, which could result from a hazardous material incident.
- B. Transient population needing mass care could be motorists stranded due to a sudden blizzard or the overnight occupants of the nearly 500 motel/hotel beds if an accident or disaster requires their evacuation. Motel facilities are located along Highway 281 and 6 in the northern and southern part of Hastings.
- C. Buildings with a capability to lodge and feed evacuees are identified by the Emergency Manager or the Red Cross. See Attachment 1.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. The Mid-Rivers Chapter of the American Red Cross will manage and coordinate mass care operations. Adams County and local government will support all mass care activities, particularly as the requirements becomes greater and the Red Cross nears its limit in resources.
- B. Other professional and volunteer organizations, which normally respond to disaster situations, will do so.
- C. Assistance from outside the county through mutual aid agreements and from state and federal level emergency oriented agencies may be available.
- D. Facilities planned for mass care use will be available at the time of need. Lodging facility capacities are based on 40 60 square feet per space.

E. Experience has shown that under localized emergency conditions, a high percentage (50 percent or more) of evacuees will seek shelter with friends or relatives rather than go to established shelters.

- F. Essential public and private services will be continued during a mass care situation. Normal activities in some schools and churches may have to be curtailed or discontinued.
- G. If the threat of an evacuation is due to a visible hazard or has been discussed in the media, some spontaneous evacuation will occur prior to an implementing order. Therefore, mass care operations may have to commence early in any disaster period.

IV. ORGANIZATION/RESPONSIBILITIES

The ultimate responsibility for the care of evacuees in Adams County rests with local governments. In most emergencies, some level of government support will be required. The appropriate City/Village Emergency Management Director with the support of the Adams County Emergency Management Director will act for their jurisdictions in coordinating mass care activities until the Red Cross can respond.

A. <u>Emergency Management Directors</u>

The Emergency Management Director or designee will be responsible for identifying appropriate lodging and feeding facilities, coordinating utilization of transportation resources, supporting registration of evacuees, and overseeing lodging and feeding operations. Depending on the magnitude of mass care requirements, the Emergency Management Director may appoint additional mass care staff.

B. Mid-Rivers Chapter (Hastings), American Red Cross

The Mid-Rivers Chapter of the American Red Cross will carryout the Mass Care coordination function. The nature and scope of the emergency will determine specific actions to be taken by the Red Cross, but in any case, the Red Cross will be responsible for carrying out its mandated responsibilities as indicated in the Act of Congress, January 5, 1905, as amended, 36 U.S.C. The Red Cross will not assume responsibility for government functions but will support state and local government and will provide assistance to individuals and families as indicated and within the realm of existing Red Cross disaster relief policies. Red Cross will coordinate registration of evacuees, shelter, feeding and other support as the situation may indicate. The Red Cross will be responsible for only those costs committed by its authorized representative.

C. Supporting Organizations

1. The Salvation Army and other disaster relief organizations may support mass care operations as provided for in their plans and procedures.

2. The USDA County Emergency Board (CEB) maintains a listing of food, feed, and seed facilities located within the county which may be of assistance for mass care operations.

V. CONCEPT OF OPERATIONS

A. American Red Cross Functions

The Mid-Rivers Chapter of the American Red Cross will manage lodging and mass feeding operations. They will work with the Emergency Management Director to ensure effective coordination of resources. Red Cross activities will be in accordance with the current ARC Disaster Guidelines and Procedures Series - ARC 3000.

- 1. <u>Temporary Sheltering:</u> when shelter facilities are opened by the Red Cross, it will be the responsibility of the Red Cross to maintain all functions and staffing according to Red Cross policy. Some functions will be:
 - a. Provide shelter managers,
 - Select shelter sites in coordination with the Emergency Management Director and have a signed shelter agreement between ARC and the facility management,
 - c. Provide food service.
 - d. Provide disaster health service through Red Cross staff in cooperation with the Emergency Medical Services and the Public Health Coordinators. Services may include first aid, replacement of medication, immunizations, mental health services etc.,
 - e. Maintain records,
 - f. Staff Lodging,
 - g. Maintain Red Cross shelter identity,
 - h. Maintain order.
 - I. Provide evacuee locator and welfare inquiry services,

j. Establish first aid stations in reception and care facilities, as necessary.

- 2. <u>Feeding:</u> as needed, meals and snacks will be provided to evacuees and workers through both mobile units and fixed feeding sites. Red Cross will be responsible for meal planning, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies. Some specific functions will be:
 - a. Select feeding sites in coordination with the Emergency Management Director,
 - b. Request health inspections through the Public Health Coordinator,
 - c. Procure food and supplies,
 - d. Maintain records and reports,
 - e. Provide and maintain mobile feeding units.
- Registration: the Red Cross will accomplish registration of evacuees, and as applicable, will share numbers with appropriate government agencies concerning those evacuees who are housed in Red Cross shelters.

B. Salvation Army Functions

The Salvation Army at may provide the following support during mass care operations.

- 1. Registration and identification of victims: missing persons services, locating individuals and answering inquiries from concerned relatives and families outside the disaster area.
- 2. Temporary shelter in the may be setup by responding Salvation Army personnel.
- 3. Mass feeding in Salvation Army temporary facilities assigned for that purpose.
- 4. Mobile feeding, hot meals or snacks, for disaster victims and emergency workers at the disaster scene.

C. Lodging/Feeding Facilities

- 1. <u>Facility List:</u> a listing of available lodging/feeding facilities is contained in Attachment 1
- 2. <u>Selection:</u> the designation of specific lodging and feeding facilities will depend on the actual situation and the location of the hazard area. Selected

facilities will be located far enough from the hazard area so that there is no possibility of the threat extending to the mass care facility. The best possible facilities will be selected from the list in Attachment 1 or from lists maintained by the Red Cross.

- 3. <u>Agreements:</u> agreements for use of some facilities have been obtained by the Red Cross. The Emergency Management Director will obtain permission from owners to use other facilities as required.
- 4. <u>Special Needs:</u> selection and operations of temporary lodging facilities for institutionalized or special needs groups (nursing homes, hospitals, etc.) will be coordinated with those organizations to ensure the facilities are adequate.

D. Implementation

Provisions of this plan concerning mass care will be implemented as soon as a need for temporary sheltering or feeding is noted. While a coordinated government/Red Cross decision is desirable, the Red Cross may independently activate their operations.

- Preparedness Phase: communications will be established with all agencies. Essential personnel, including volunteers, will be alerted and required material resources (cots, blankets, food, etc.) located and prepositioned, if necessary.
- Response Phase: In the event of a major disaster action will commence to receive evacuees. Initial action will include opening the Registration Center and selected lodging/feeding facilities.

E. Registration of Evacuees

Registration will be conducted at the designated lodging facilities in accordance with Red Cross procedures. If is necessary for shelters to be opened before the Red Cross is available to begin registration, local officials may make copies of the registration form, Attachment 2, to begin the process.

F. Welfare Inquiries

The Red Cross may establish a Disaster Welfare Inquiry Operation to answer requests from relatives and friends concerning the safety and welfare of evacuees or those in disaster areas. Incoming and outgoing traffic will generally be handled by the Hastings Amateur Radio Club and the Civil Air Patrol. Welfare search missions will be carried out by local volunteer groups in Adams County. Welfare inquiry listings, along with registration listings, will be coordinated with the EOC and law enforcement agencies for comparison with missing persons lists.

G. Emergency Public Information

The American Red Cross and the Emergency Management Director will coordinate with the Public Information Officer to ensure that the public is kept informed about location of mass care facilities, places of contact for missing relatives, and continued emergency services.

H. Resource Support

The Adams County Emergency Management Director will determine transportation and other resource needs and coordinate utilization of resources. The Emergency Management Director maintains a resource directory.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

A. Records

The Red Cross will maintain records of all expenses incurred by their mass care activities. The Executive Group will ensure that adequate records of local government expenses are maintained.

B. Training

The Red Cross offers training in Shelter Operation Workshop and Disaster Welfare Inquiry Operations and will provide these trained persons for disaster operations when requested by the Adams County Emergency Management Director.

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Title</u>	<u>Page</u>
1	Listing Of Mass Care Facilities with Maps	I-8
2	Sample Registration Form	I-16

LISTING OF MASS CARE FACILITIES

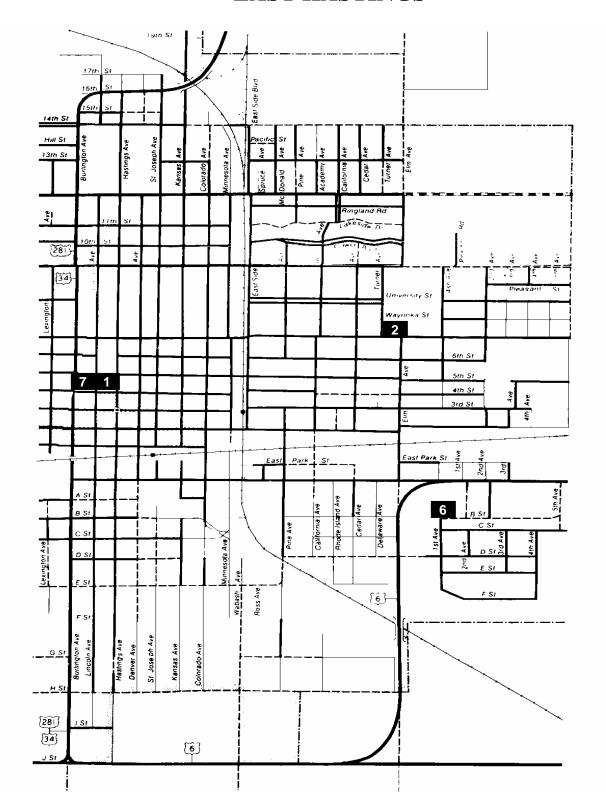
Map Location	Facility	Address	Lodging Capacity	Feeding Capability
<u>Juniata</u>				
1	Juniata School	512 North Brass Street	295	Yes
Total Capa	acity of listed facilities in Juniata:	295		
Kenesaw				
1	Kenesaw Public School	110 North 5 th Street	530	Yes
Total Capa	acity of listed facilities in Kenesav	v: 530		
Prosser				
1	Christ Lutheran Church	R11W T8N S20	390	Yes
Total Capa	acity of listed facilities in Prosser:	390		
Roseland				
1	Silverlake High School	420 South Lincoln Aven	ue 585	Yes
Total Capa	acity of listed facilities in Roselan	d: 585		
<u>Hastings</u>				
1	Masonic Temple	411 N Hastings Ave	565	Yes
2	Blvue Student Center Hastings College	7 th and Turner	650	No
3	Abraham Lincoln School	Garfield Ave and E St	754	Yes
4	Hastings High School	1500 N Burlington Ave	750	No
5	St Michaels Catholic Church	701 N Creighton Ave	283	Yes
6	Good Samaritan-Perkins	401 S 1 st Ave	413	Yes
		I-8		2003

Hastings-continued

7	First Baptist Church	401 N Lincoln Ave	355	Yes		
8	YMCA Headquarters	1430 W 16 th St	710	Yes		
Total Capacity of listed facilities in Hastings: 4,480						
Total Capacity of listed facilities in Adams County: 6,280						

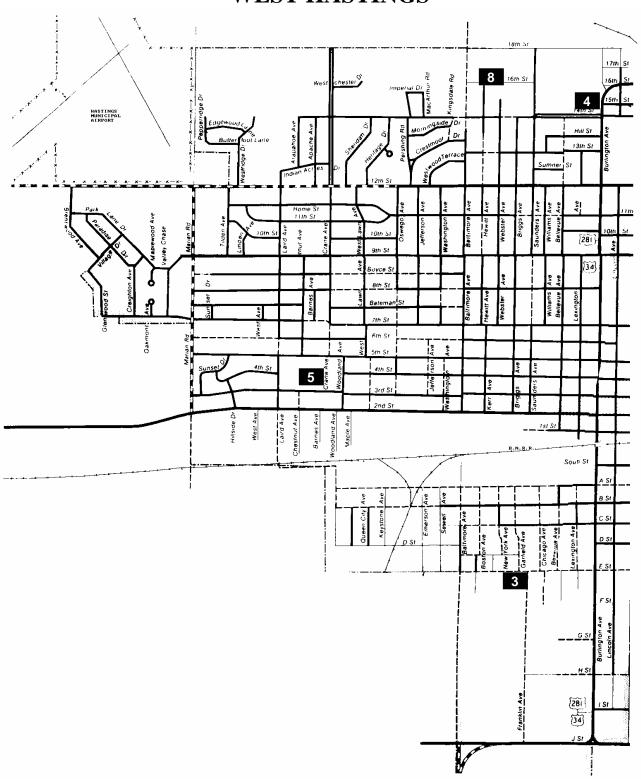
Handicapped Accessible^ Primary Choices For Feeding Facility

EAST HASTINGS



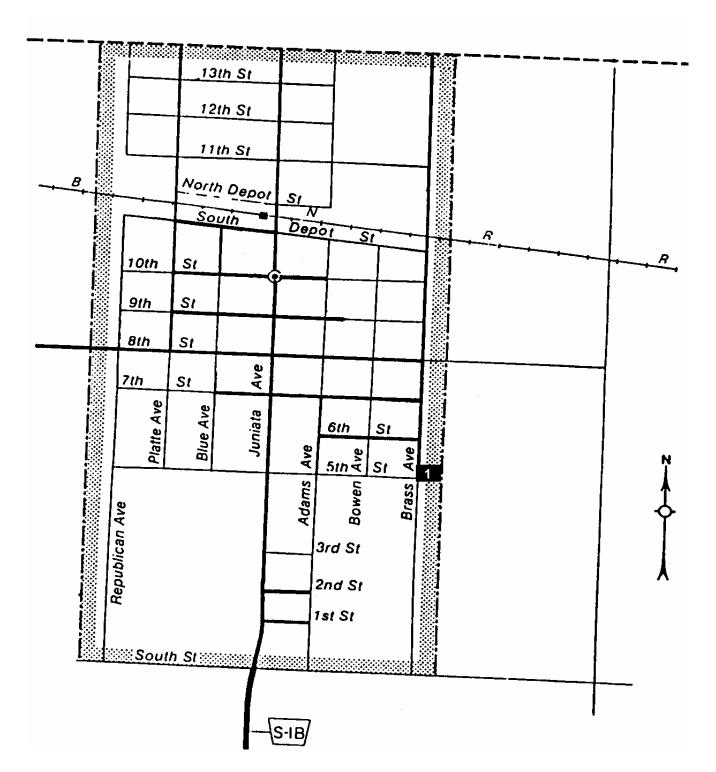
Mass Care Facilities

WEST HASTINGS



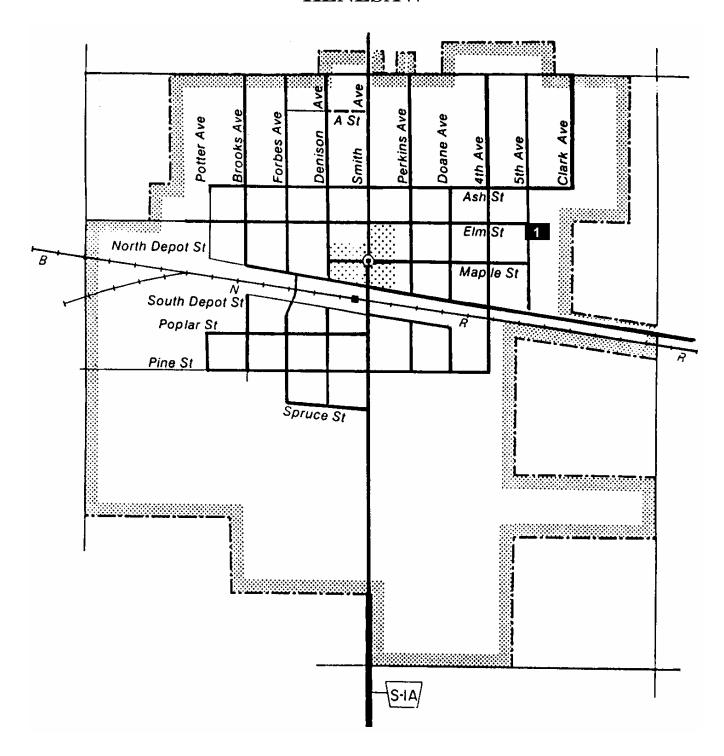
Mass Care Facilities

JUNIATA



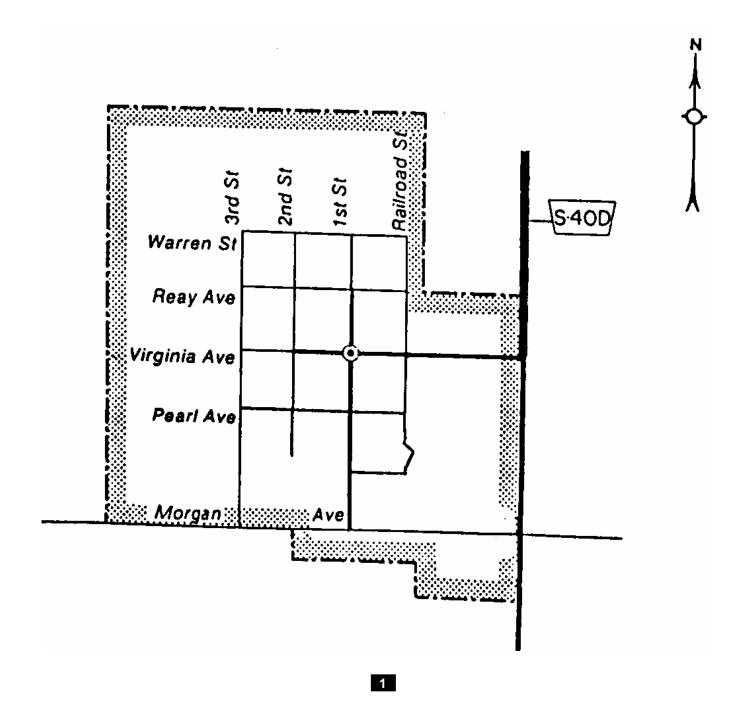
Mass Care Facilities

KENESAW



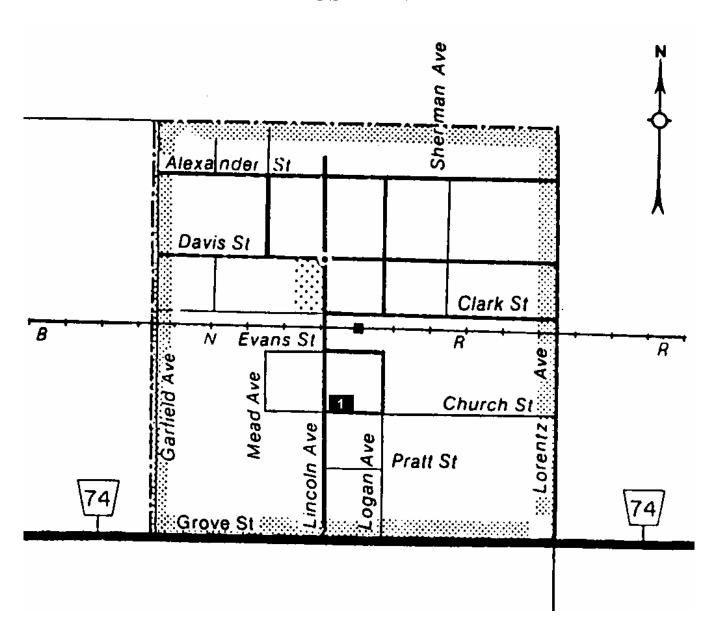
Mass Care Facilities

PROSSER



Mass Care Facilities

ROSELAND



Mass Care Facilities

Date In	REGISTRATION FORM FOR EVAC ASSIGNED TO CONGREGATE CARE HOUSING/V		 Date Out
1 (Name-Head of Household)		(/\day)	(Sov)
(Name-Head of Household)		(Age)	(Sex)
2 (Spouse)		(/\do)	(Sex)
		(Age)	(Gex)
3 (Family Member)		(// es)	(Cov)
ramily Member)		(Age)	(Sex)
4 (Family Member)	(Continue On Deals If Needed)	(4.5.)	(0)
ramily Member)	(Continue On Back If Needed)	(Age)	(Sex)
(Home Address)			(Telephone #)
Tione Address)			(Telephone #)
(Consid Dhysical/Madical Description	rements)		
Special Physical/Medical Requir	ements)		
7 (Assigned Housing)		o o din al	
Assigned Housing)	(Assigned Fe	eeaing)	
9			
Volunteer Home-Name & Addres	ss)		
10 NOTIFY IN EMERGENCY			
NOTIFY IN EMERGENCY	(Address)		(Telephone #)
	REGISTRATION FORM FOR EVAC		
	REGISTRATION FORM FOR EVAC NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/MG	HOUSING	 Date Out
	NOT HOUSED IN CONGREGATE CARE	HOUSING	 Date Out
	NOT HOUSED IN CONGREGATE CARE	HOUSING	Date Out
Date In	NOT HOUSED IN CONGREGATE CARE	HOUSING OTELS/ETC.)	Date Out
Date In	NOT HOUSED IN CONGREGATE CARE	HOUSING	
Date In 1 (Name-Head of Household)	NOT HOUSED IN CONGREGATE CARE	HOUSING OTELS/ETC.) (Age)	(Sex)
Date In 1 [Name-Head of Household] 2 [Spouse]	NOT HOUSED IN CONGREGATE CARE	HOUSING OTELS/ETC.)	
Date In I Name-Head of Household) 2 Spouse)	NOT HOUSED IN CONGREGATE CARE	(Age)	(Sex)
Date In Name-Head of Household) Spouse) Family Member)	NOT HOUSED IN CONGREGATE CARE	HOUSING OTELS/ETC.) (Age)	(Sex)
Date In Name-Head of Household) Spouse) Family Member)	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/M	(Age) (Age) (Age)	(Sex) (Sex)
Date In Name-Head of Household) Spouse) Family Member)	NOT HOUSED IN CONGREGATE CARE	(Age)	(Sex)
Date In I (Name-Head of Household) Spouse) Gamily Member) Family Member)	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/M	(Age) (Age) (Age)	(Sex) (Sex) (Sex)
Date In I (Name-Head of Household) Spouse) Gamily Member) Family Member)	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/M	(Age) (Age) (Age)	(Sex) (Sex)
Date In 1 (Name-Head of Household) 2 (Spouse) 3 (Family Member) 4 (Family Member) 5 (Home Address)	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/Me	(Age) (Age) (Age)	(Sex) (Sex) (Sex)
Date In I (Name-Head of Household) Spouse) Family Member) Family Member) Home Address) Special Physical/Medical Requires	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/Me	(Age) (Age) (Age)	(Sex) (Sex) (Sex)
Date In In In In In In In In In In In In In	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/Me	(Age) (Age) (Age)	(Sex) (Sex) (Sex)
Date In 1 (Name-Head of Household) 2 (Spouse) 3 (Family Member) 4 (Family Member) 5 (Home Address)	NOT HOUSED IN CONGREGATE CARE (HOUSED WITH FRIENDS/RELATIVES/Me	(Age) (Age) (Age)	(Sex) (Sex) (Sex)
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PROTECTIVE SHELTER

ADAMS COUNTY EMERGENCY MANAGEMENT DIRECTOR

SHELTER SYSTEMS COORDINATOR

LOCAL EMERGENCY MANAGEMENT DIRECTORS

EXECUTIVE GROUP

LOCAL GOVERNMENTS

RADIOLOGICAL OFFICER

PROTECTIVE SHELTER

I. <u>PURPOSE</u>

The purpose of this Annex is to outline procedures necessary for the protective sheltering of Adams County citizens and transients if severe weather, nuclear crisis, or other hazardous events make it necessary.

II. <u>SITUATION</u>

- A. The single most severe natural phenomena that Adams County and its communities are susceptible to requiring the use of protective shelter is the destructive effects of tornadoes.
- B. A number of buildings in Hastings have been identified as tornado shelters. (See Attachment 1.) The selected buildings are considered to have the best capability to provide protection and are located in areas easily accessible to the public and will generally be open during normal working hours.
- C. Although not specifically identified as tornado shelters in other communities outside Hastings, there are generally enough public buildings in the urban areas to provide protection for that segment of the public not at home when a tornado warning is received. These buildings will generally be open during daytime "working" hours.
- D. There are a number of other natural phenomena identified in the hazard analysis which, while posing a potentially severe threat, would require minimal, if any, protective shelter.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. If the need arises, sufficient warning time will exist to enable residents to go into protective shelter.
- B. Buildings planned for use as protective shelter will be available at the time of need.
- C. Protective shelter actions in the event of severe weather will be short term, spontaneous, and consist primarily of a relatively small sector of the county residents seeking immediate shelter. Minimal governmental action will be required.

IV. ORGANIZATION/RESPONSIBILITIES

A. Organization

Protective sheltering programs in the various communities may be carried out by the Adams County Emergency Management Director assisted by local Emergency Management Directors, where appointed.

B. Responsibilities

Some general activities, which should be accomplished on a continuing basis are:

- 1. Maintain current listing of shelter facilities,
- 2. Maintain current listing of shelter resources needed (i.e., supplies, equipment, material).

V. CONCEPT OF OPERATIONS

A. Tornado Warning

In providing for the protection of the population from tornadoes or any other violent weather phenomena, there are a number of actions, which should be taken.

- In general, climatological conditions, which are conducive to the formation of tornadoes, can be recognized. When these conditions exist, the National Weather Service in Norman, Oklahoma will issue a tornado WATCH. If the WATCH area includes Adams County, or any portion of the county, that information will be transmitted to the public by both radio and television. During a tornado WATCH condition, people can continue their normal activities.
- 2. If a tornado is indicated by radar or actually sighted, a tornado WARNING will be issued. The WARNING will include:
 - a. The location where the tornado has been sighted,
 - b. The tornado's estimated speed and the general direction in which it is moving,
 - c. A time span during which the tornado poses an actual threat.
- 3. When a tornado WARNING is issued, people in the threatened area should immediately seek shelter and remain there until the WARNING period has

expired and no further WARNINGS have been issued. A WARNING period could be extended because:

a. The existing tornado may persist for a longer period than originally estimated, or

b. There may be additional sightings.

B. Tornado Shelter Policies/Actions

Basic policies should be established governing public actions in the event of a tornado warning or strike. The Adams County Emergency Management Director in coordination with the Public Information Officer will ensure that the public is made aware of the policies. The policies are:

- People in public buildings when a tornado WARNING is issued will remain in the building seeking shelter in the safest area of the building. Generally, the basement will provide the best overall protection. If there is no basement, small span rooms close to the center of the building on the lowest floor will provide the best protection.
- 2. People outdoors on foot or in vehicles should immediately go to the nearest building perceived capable of providing protection.
- 3. People in homes should stay in the homes seeking shelter in the safest area. The basement usually offers the greatest protection. If there is no basement, a room in the center of the house, such as a bathroom, will provide the best protection.
- 4. Mobile homes, even those that are "tied down", provide practically no protection from extremely high winds and/or tornado activity. If a severe weather situation arises dictating taking protective shelter actions, mobile home residents who are at home will immediately take shelter in the tornado shelter facility nearest their park.
- 5. People living in rural areas should seek shelter in their homes or storm cellars if available. People in vehicles should not try to outrun a tornado. Generally it is best to leave the vehicle and seek shelter in a ditch or culvert. If this is done, there is a need to be alert to the danger of flash flooding from the rainfall that usually accompanies tornado conditions.
- 6. People congregated in large open area activities should, if during daytime, proceed to the nearest building area for protection, or, if at night, go to buildings, which are open, or to their homes.
- 7. Rural residents attending open area activities such as sporting events or the county fair should not attempt to drive home unless the direction of travel is

absolutely ascertained to take them away from the known tornado area. Even then, severe weather phenomena usually accompanying a tornado condition could pose a severe driving hazard. Urban residents are encouraged to provide shelter in their homes if public buildings are not open.

8. During night time hours, people in public buildings, such as theaters, restaurants, recreational facilities, auditoriums, and schools for sporting or social events should remain in the building and seek protection in what is perceived to be the safest area of the building. Generally, a basement will provide the best overall protection. If there is no basement, small span rooms close to the center of the building on the main floor will provide the best protection. Large, wide span rooms, corridors with exterior doors, and rooms with many windows should be avoided.

9. Special Population Groups

- a. <u>School children</u>: when schools are in session, school children, teachers, and staff should respond as directed by an existing school disaster/tornado plan for protection during a tornado. If a specific plan does not exist, teachers will gather the students in the most solid area of the school structure such as rest rooms or interior corridors without exterior openings. Large span rooms such as auditoriums, gymnasiums, or corridors that do have exterior openings and rooms with windows should not be used. If the school structure does not have protective capability and time permits, school children should be moved to the nearest structure, which would provide protection.
- b. <u>Hospital patients and staff</u>: ambulatory patients should be moved to the area of the building providing the best protection such as the basement or a small span, interior room on the main floor. Patients who cannot be moved will be protected in their rooms by the best method available.
- c. <u>Nursing homes</u>: ambulatory residents should be moved to the area of the building providing the best protection such as the basement or a small span interior room on the main floor. Residents who cannot be moved should be protected in their rooms by the best method available.
- d. <u>Recreation Areas</u>: visitors to recreation areas should respond to a tornado warning in accordance with the safety plan.

C. Hazardous Materials Incident

In the event of a HazMat spill or accident, it is sometimes safer to keep affected citizens inside with doors and windows closed. A warning should be given by officials in charge of the situation to:

- 1. Move inside,
- 2. Close all doors, windows, dampers, fans,
- 3. Shut off all ventilation systems,
- Move to a small room and seal the door and windows with plastic and tape, and
- 5. Tune your radio to the EAS station.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

A. Administration

- Public Tornado Shelter: The Adams County Emergency Management Director will maintain a current listing of identified shelters. The listing will be periodically reviewed to assure the continued availability and usability of each facility planned for use and, in the event of change in owner, continued agreement for use of the facility. Where possible, tornado shelters are clearly marked.
- Special Facilities: The Emergency Management Director may assist school officials, administrators of hospitals and nursing homes, and directors of other special institutions in determining the safest area in their facility or, of the nearest protective facility. The Emergency Management Director may also aid in the development of a disaster plan for their facility.

B. Logistics

Records of supplies, materials, and equipment used will be maintained to assist the Resources Coordinator in making a determination of resources remaining and to support requests for outside assistance (Reference: Annex L).

C. <u>Training</u>

The Emergency Management Director will encourage the development of training exercises and drills for the various public institutions. Upon request, the Director will conduct briefings and will advise and assist in developing emergency plans and conducting exercises (drills).

D. Public Education

The Adams County Emergency Management Director will work directly with the Public Information Officer to provide:

1. Periodic spot announcements to the public on pertinent aspects of the protective shelter program

2. Ensure availability and currency of information to be provided the public in the event a protective shelter situation arises.

LIST OF ATTACHMENTS

Attachment #	<u>Item</u>	<u>Page</u>
1	Tornado Shelters	J-8
2	Sample Tornado Shelter Agreement	J-9

ADAMS COUNTY LEOP ANNEX J
ATTACHMENT 1

TORNADO SHELTERS

<u>Hastings</u>

Tribune #1 908 West 2nd Street

Tribune #2 908 West 2nd Street

Adams County Courthouse 500 West 4th Street

Adams County ACOB 300 N. St. Joseph Avenue

Hastings Campground* 302 East 26th Street

Kingswood Plaza #9 Cranbrook Lane

Hastings Utilities Warehouse* 200 W. 14th Street

^{*}Indicates that shelter area constructed to engineering standards for tornado shelter protection.

EMERGENCY MANAGEMENT AGREEMENT FOR ESTABLISHING TORNADO SHELTERS ADAMS COUNTY, INCLUDING ALL SUB-DIVISIONS

rne	unaersignea	nereby	grants	•		premises	as
To be	used by the pu	blic as a to	rnado sh				
Prem	ises available (h ises not availabl otions	le (hours) ₋					
Owne	er/Manager/Cust	odian		Е)ate:		
 Adam	ns County Emer	gency Man	agement	Director I	 Date:		

<u>NOTE:</u> Manager of shelter area agrees to have available flashlights, weather alert radio, first aid kit, and any other safety supplies he/she deems appropriate. The Emergency Management Director or Coordinator shall have authority to inspect such shelter during regular business hours and shall have the authority to cancel this agreement if conditions are found to be unsafe or that significant structural changes have been made that may affect the stability of the shelter area. Shelters shall be classed in the following manner:

- a. Best area available meets building codes but does not exceed code.
- b. Storm Shelter area protected by load bearing walls or below ground level with no windows or glass doors. Provides protection from straight-line winds up to 90 mph and protection from rain/hail or small debris.
- c. Tornado Shelter area reinforced with concrete/reinforced concrete block. Structural truss ties and is designed to exceed building codes to provide protection from tornado. All tornado shelters may not provide protection from tornados F-3, F-4, and F-5 depending upon their proximity to the storm.

NEBRASKA DISASTER AND CIVIL DEFENSE ACT REISSUE REVISED STATUTES OF NEBRASKA 1996

Reproduced from the Revised Statutes of Nebraska 1943

81-829.66 Emergency Operations: immunity from liability for licensors of shelter space. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants a license or privilege, or otherwise permits the designation or use of the whole or any part or parts of such real estate or premises for the purpose of shelter persons during an actual impending mock or practice attack or disaster shall, together with his successors in interest, if any, not be civilly liable for negligently causing death of, or injury to,

ADAMS COUNTY LEOP ANNEX J
ATTACHMENT 2

EMERGENCY MANAGEMENT AGREEMENT FOR ESTABLISHING TORNADO SHELTERS ADAMS COUNTY, INCLUDING ALL SUB-DIVISIONS

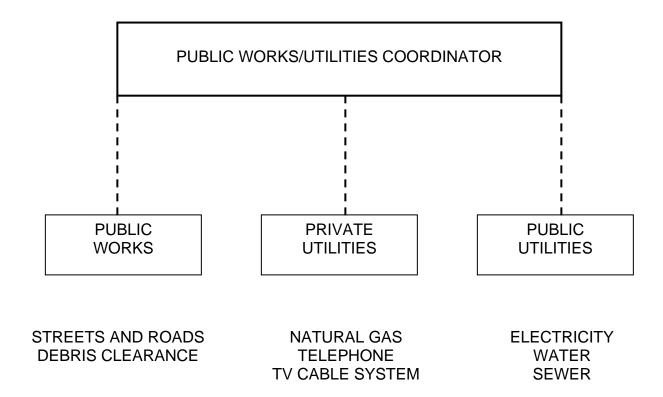
(continued)

any person on or about such real estate or premises, or loss of, or damage to, the property of such person at any time such real estate or premises are actually used for such purpose.

Source: Laws 1963. c. 499. paragraph 1.P. 1591: R.R.S. 1943. Section 81-829.35: Laws 1973. LB 494 paragraph 31.

Effective date May 12, 1973, Effective Date July 19, 1996.

PUBLIC WORKS / UTILITIES



____ COORDINATION

PUBLIC WORKS/UTILITIES

I. <u>PURPOSE</u>

The purpose of this Annex is to provide plans and procedures for:

A. The continuation or restoration of those public services essential for basic human needs.

B. Debris removal and restoration of public access.

II. SITUATION

Adams County and its communities are subject to a number of natural and manmade hazards which could result in the disruption of public works/utility services to the population, limit the movement of portions of the resident population, or have a general deterring effect on the safety and welfare of the people.

III. ASSUMPTION AND PLANNING FACTORS

- A. The continued operation of public works and utility services throughout Adams County is essential for effective and efficient response and recovery actions to any disaster situation.
- B. The primary responsibilities of both county and urban public works departments will be the restoration and maintenance of essential public services.
- C. Private utility companies will cooperate with government services.
- D. The Adams County Road Department and each town's street department will maintain roads/streets in a condition to facilitate traffic movement.
- E. Assistance from outside Adams County will be available through mutual aid and other existing agreements.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The Hastings City Engineer will serve as the Public Works Coordinator for the City of Hastings. This Coordinator will be a member of the EOC staff for the purpose of collecting information and ensuring coordination among the Executive Group, various department heads, and government/private contractors.
- B. The Hastings Utilities Director will serve as the Utility Coordinator for the City of Hastings and all areas served by Hastings Utilities. This Coordinator will be a member of the EOC staff for the purpose of collecting information and ensuring

coordination among the Executive Group, various department heads, and government/private contractors.

- C. The Adams County Highway Superintendent will serve as the Public Works Coordinator for Adams County and all areas serviced by the Highway Department. This Coordinator will be a member of the EOC staff for the purpose of collecting information and ensuring coordination among the Executive Group, various department heads, and government/private contractors.
- D. Each of the individual departments within the Public Works/Utilities function will be responsible for emergency/disaster operations within their normal operational areas. Specific disaster procedures will be outlined in departmental Suggested Operating Guidelines (SOG's).
- E. Mutual aid resource support will be coordinated by each department.
- F. Private utilities are responsible for restoration of their services.

V. <u>CONCEPT OF OPERATIONS</u>

Generally, department heads will continue to operate from their daily location, but their primary action during disaster operations will be to assess damage, then prioritize and restore interrupted services. The Public Works/Utilities Coordinators may work with each affected department head in coordinating recovery from the disaster.

- A. Specific actions of the Public Works/Utilities Coordinators may include, but are not limited to:
 - 1. Coordinate with the head of affected organizations, both public and private.
 - 2. May assist departments in determining staging areas for incoming assistance and coordinating mutual aid support.
 - 3. Gather information on damage in the public works/utilities area:
 - a. Assess general damage in the public works/utilities area by obtaining damage reports from affected departments; present summary to the Executive Group at EOC briefings.
 - b. Ensure departments are documenting actual damage with photographs that can later be used for disaster assistance requests. Pictures of debris piles should also be taken before disposal of the debris; dimensions need to be included with the photos.

c. Alert departments to track disaster operation expenses. Examples of fiscal expenditures, which should be recorded, fully detailed, and maintained, are:

- 1) Personnel costs, including:
 - a) Department employee overtime,
 - b) Additional help hired for disaster-related work.

2) Equipment:

- a) Hours of actual use of department equipment in disaster operations,
- b) Rental or lease equipment.
- 3) Materials and supplies, from stock *or* purchased, that are used in direct support of emergency operations and recovery actions.
- 4) Ad hoc contracts entered into for emergency operations and recovery actions.
- 4. Attachment 1 to this Annex lists the providers of public works and utilities services in each community in Adams County. If needed, the Public Works/Utilities Coordinators may work with department heads and the EOC in prioritizing restoration service.
- Subsequent to a situation, which has caused general structural damage, in coordination with inspectors, ensure that all affected structures, public and private, are inspected for safety and habitability.
- 6. Attend EOC briefings.
- Departments under the various public works/utility functions that are not directly involved in disaster operations may be asked by the Public Works/Utilities Coordinator to provide support in restoration/recovery activities.

B. Restoration of Services

The Public Works/Utilities Coordinators will ensure that the following is accomplished, as applicable to disaster recovery:

1. Public Works

a. Roads and Street Departments

- 1) Assess damage to streets and roads.
- May assist in establishing detour routings; provide barricades for traffic control.
- 3) Provide priority service/repair to roads and streets designated as primary evacuation routes or to those needed for emergency vehicle traffic for initial disaster response; priorities will be determined by coordinating with law enforcement and fire department/medical services on which routes to open.
- 4) Make emergency repairs, then permanent repairs on roads/streets, bridges, other structures.
- 5) If weather conditions dictate, early implementation of existing snow removal plans will be accomplished. Planning for snow removal will include expanding snow removal activity to facilitate movement of vehicles supporting emergency operations.

b. Debris Clearance and Trash Removal

- 1) Clear fallen debris from streets and roads.
- 2) Remove debris from public and private property (as established by jurisdiction's policy) and transport to selected sites for disposal.

2. <u>Utilities</u>

The Public Works/Utilities Coordinator will ensure timely restoration of interrupted community power, natural gas, water/sewer, and telephone service. This may include, but is not limited to, the following:

- a. Ensure utility repairs are made, as prioritized, to key facilities necessary for disaster operations.
- b. Provide emergency power. Existing emergency power systems will be checked and refueled as needed during any disaster. Action will be taken to ensure that emergency power is available for at least the key facilities listed in Annex C, Attachment 5, if electricity cannot be restored to all of the community.
- c. Provide adequate supplies of potable water and identify sources of additional supplies, if needed.

3. Other Disaster Functions

a. Utility, Engineering, Street and Highway Departments because of the types of equipment they utilize are vital elements in many disaster

situations. Their training allows for utilization in many different functions in a disaster. Examples include: debris clearance, building demolition, traffic control, flood control, winter rescue, hazardous materials support as well as other activities that may be needed for emergency or disaster response. In no case are employees expected to perform any activity for which they are not trained or that places them in a hazardous situation for which they do not have the proper equipment or instruction.

b. Radioactive Material Incident/Accident

Hastings Utilities-Electrical Division, Hastings Utilities Engineering and City of Hastings Engineering utilize small amounts of radioactive material in each respective operation. Staff assigned to be in the area of or work with exposure to low level radioactive materials are instructed in emergency and safety procedures. Emergency procedures allow for some cross utilization of public works/utility personnel in some types of radioactive materials release.

VI. ADMINISTRATION, LOGISTICS, AND TRAINING

A. Administration

A record of costs and expenses incurred in direct support of a disaster situation will be maintained to support subsequent reimbursement claims to State and Federal government.

B. Training

The individuals responsible for disaster public works/utilities functions will participate in training exercises conducted for the Emergency Operations Center staff.

C. Plan Maintenance

- The Public Works/Utilities Coordinators will be responsible for annually reviewing this Annex; this review may include input from each public works/utility department head. Revisions to this Annex will be submitted to the Emergency Management Director for inclusion in LEOP updates/revisions.
- Public Works/Utilities Department supervisors will also be responsible for preparing and maintaining Standard Operating Guidelines (SOGs) for disaster operations within their respective department.

LIST OF ATTACHMENTS

Attachment #ItemPage1Public Works/Utility ServicesK-8

UTILITY SERVICES

<u>HASTINGS</u>		KENESAW		
A. B. C. D. E. F.	Hastings Utilities Kinder Morgan/Hastings Utilities City of Hastings City of Hastings Alltel Telephone Company City of Hastings Charter Communications	A. B. C. D. E. F. G.	Nebraska Public Power District Kinder Morgan City of Kenesaw City of Kenesaw Alltel Telephone Company City of Kenesaw Charter Communications	
<u>AYR</u>		PRC	<u>OSSER</u>	
A. B. C. D. E. F.	Southern Public Power Kinder Morgan Village of Ayr Village of Ayr Alltel Telephone Company Village of Ayr Glenwood	A. B. C. D. E. F. G.	Southern Public Power Kinder Morgan Village of Prosser Village of Prosser Alltel Telephone Company Village of Prosser	
HOL:	STEIN	ROS	<u>SELAND</u>	
A. B. C. D. E. F.	Southern Public Power Kinder Morgan Village of Holstein Village of Holstein Glenwood Telephone Village of Holstein Glenwood	A. B. C. D. E. F. G.	Southern Public Power Kinder Morgan Village of Roseland Village of Roseland Glenwood Telephone Village of Roseland Glenwood	
<u>JUNI</u>	<u>ATA</u>	<u>TRU</u>	MBULL	
A. B. C. D. E. F.	Hastings Utilities Kinder Morgan Village of Juniata Village of Juniata Alltel Telephone Company Village of Juniata Charter Communications	A. B. C. D. E. F. G.	Southern Public Power Kinder Morgan Village of Trumbull Village of Trumbull Alltel Telephone Company Village of Trumbull	

UTILITY SERVICES-continued

<u>LEGEND</u>

- A. ELECTRICAL SERVICES PROVIDED BY:
- B. NATURAL GAS SERVICE PROVIDED BY:
- C. WATER SERVICE PROVIDED BY:
- D. SEWAGE SERVICE PROVIDED BY:
- E. TELEPHONE SERVICE PROVIDED BY:
- F. STREET/ROAD MAINTENANCE BY:
- G. CABLE SERVICE PROVIDED BY:

ADAMS COUNTY LEOP ANNEX K
ATTACHMENT 1

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RESOURCE MANAGEMENT

EMERGENCY MANAGEMENT DIRECTOR RESOURCE COORDINATOR CITY/COUNTY ROADS **USDA COUNTY** AND **EMERGENCY BOARD PUBLIC WORKS AGRICULTURAL & FOOD DEBRIS REMOVAL ANIMALS COMMODITIES HEAVY EQUIPMENT PUBLIC SCHOOLS RED CROSS TRANSPORTATION EMERGENCY FEEDING** PERSONAL ITEMS CITY/COUNTY TREASURER TITLE III FACILITIES **RECORDS EMERGENCY** REIMBURSEMENT CLAIMS **RESOURCES**

RESOURCE MANAGEMENT

I. <u>PURPOSE</u>

To provide guidelines for the procurement, storage, control, and allocation of materials and equipment, and for the coordination of a volunteer labor force which could be required in the event of a disaster situation within Adams County.

II. SITUATION

- A. The Adams County Emergency Management Agency has identified a number of hazards, which could occur and cause extensive damage to both public and private property requiring a coordinated management of resources within the County.
- B. Adams County, its communities, agencies, and businesses have sufficient resources to support activities associated with most emergency or disaster operations. A resource listing is maintained by Adams County Emergency Management.

III. <u>ASSUMPTIONS AND PLANNING FACTORS</u>

- A. If the need arises, local government will assume control of and ensure appropriate and equitable distribution and use of existing resources. Rationing will be implemented, if necessary.
- B. The county, cities, and villages will support resource actions, as needed.
- C. Para-professional and volunteer agencies will provide resource support (equipment and manpower) within their capabilities.
- D. Each facility that reports under Title III requirements has an emergency response plan that lists their available emergency resources. This list may also be available at local fire departments. Further information may also be obtained from the Adams County Local Emergency Planning Committee (LEPC)
- E. Assistance will be available from other counties through mutual aid agreements.
- F. Citizens within Adams County and neighboring areas may volunteer to support the recovery efforts following a disaster. Coordination of these volunteers may be assigned to a Volunteer Coordinator who will work with the Resources Coordinator.

G. Following a local Disaster Declaration, support may be available through state emergency resources to supplement local deficiencies, critical requirements, and replacement of expended emergency resources.

H. Additional resource management procedures for nuclear crisis are in Appendix 1 to Annex L.

IV. ORGANIZATION AND RESPONSIBILITIES

- A. The Emergency Management Secretary or, as appropriate, another knowledgeable individual will act as the Resources Coordinator during disaster operations. This Coordinator is responsible for the overall resource management activities within Adams County and will be a member of the Emergency Operating Center (EOC) Staff. Responsibilities of the Resources Coordinator include, but are not limited to:
 - 1. Advise the Executive Group on current status and recommend actions to be taken (i.e., implementing emergency ordinances required for price controls, procuring equipment, rationing, etc.).
 - 2. Initiate and control actions needed to comply with the desires and decision of the Executive Group.
 - Coordinate the actions of the various agencies, offices, groups, and individuals involved with utilization and control of local resources.
 - 4. Maintain an inventory of available resources and recommend to the Executive Group the most efficient use of existing/remaining resources.
 - 5. Upon direction of the Executive Group, assume direct control of resources identified as critical items to assure most efficient utilization.
- B. Because of the potential magnitude and complexity of the resource program, the Resources Coordinator may select a supporting staff.
- C. A Volunteer Coordinator may be named to work with the Resources Coordinator. The Volunteer Coordinator will coordinate the work requirements from the disaster with the volunteer assets. Guidelines for carrying out this responsibility are in Attachment 2 to this Annex.
- D. The various supervisors or department heads of local government agencies and private organizations will be responsible for managing the resources of their individual agencies/organizations when supporting overall disaster resource needs.
- E. The USDA County Emergency Board maintains an inventory of agricultural products and food animal resources and will act in an advisory capacity

regarding availability, use and protection of these resources. This Board can assist the Resources Coordinator in the management and requisition of needed materials and supplies.

- F. The County Roads Superintendent, City/Village Streets and Public Works Departments will assist in the management and requisition of heavy equipment (trucks, earth moving equipment, etc.), dirt or sand, barricades, and in the coordination of debris removal.
- G. Unless otherwise determined, equipment provided by the various agencies and private organizations will be maintained and parked in the "yards".
- H. The Resources Coordinator will coordinate the requisition and management of needed public transportation resources (buses, handi-vans, etc.).
- I. The Facility Emergency Coordinator (FEC) of each Title III facility will coordinate the requisition and management of the facility owned emergency resources.
- J. The American Red Cross will assume the lead role in providing for persons displaced from their homes because of an emergency or disaster. In accordance with established procedures, the Red Cross will procure the necessary food and personal care items needed.
- K. The County and/or City/Village Clerk's/Treasurer's Office will assist the Resources Coordinator in developing and implementing a system of records for evaluating status of resources and supplies and completing reports and procedures to verify and obtain reimbursement claims from local, state, and federal governments.

V. CONCEPT OF OPERATIONS

A. Policies and Emergency Regulations

- Requisitions: subsequent to a Disaster Declaration by local and state executives, local government will be empowered to procure any public resources essential to emergency operations. Hand receipts must be issued by persons authorized to requisition, with a duplicate retained for fiscal accountability.
- 2. <u>Price Controls and Rationing:</u> subsequent to a Disaster Declaration by local and state executives, local government will be empowered to establish price control and/or rationing regulations.
- Contracts: services, equipment, and materials may be contracted when local resources, including use of volunteer personnel and equipment, are exhausted. Detailed records must be maintained for possible state or federal reimbursements.

4. <u>Control:</u> the acquisition, control, and distribution of food products and other personal need items will be as directed by the local government and supervised by the Resources Coordinator.

B. Support

The accomplishment of Resource Management will require full support from governmental and private sectors. Some resource categories and local sources are:

- 1. Food products will be obtained from local food retail and wholesale sources.
- 2. Manual labor materials and hardware items will be obtained from local hardware stores and lumberyards.
- 3. Transportation needs will primarily be obtained from area educational institutions. A transportation resource listing is maintained by the Adams County Emergency Management Office and is also included in Attachment 1 to this Annex. The <u>first priority</u> for transportation is to support the evacuation of school children and citizens without private vehicles, as well as hospital and nursing home patients. Some specific transportation considerations are:
 - a. <u>Specialized transportation</u>: includes alternate vehicles for use as ambulances or handi-buses.
 - b. <u>Public transportation</u>: includes buses to support an evacuation,
 - c. <u>Movement of supplies and materials</u>: includes tractor/trailers, vans, pickups, and trucks.
- All vehicles designated as essential to emergency operations will be serviced by local government during the actual operational period. Disaster related costs should be documented.
- 5. Manpower requirements will be obtained through local government and private agency utilization of their own personal resources, volunteer agencies, fraternal and social organizations, and job service sources. Private citizens wishing to volunteer will register with a Volunteer Coordinator. Procedures for managing a volunteer work force are discussed in Attachment 2 to this Annex.
 - a. In the villages, the Emergency Management Coordinator will be responsible for ensuring coordination of volunteers.
 - In Hastings, volunteers will be coordinated by the Personnel Department.
 Volunteers will primarily be assigned to work with the Parks-Recreation and Engineering Departments.
 Volunteers will be registered outside of

the disaster area, be given an identification card, and then assigned to a City employee acting as a Supervisor on a basis of five volunteers to one supervisor.

6. Heavy equipment resources will come primarily from government agencies, such as the Adams County Roads Department and the City of Hastings Street Department. Additional assistance may be requested from the Nebraska Department of Roads. Also, heavy equipment could be contracted from construction firms and private contractors, if required. A listing of heavy equipment resources is maintained in the Emergency Management office.

VI. <u>ADMINISTRATION AND LOGISTICS</u>

- A. The County, City/Village Clerks/Treasurers will maintain official records and accounting of materials and supplies used and funds expended in support of emergency operations for possible reimbursements by local, state, or federal governments. All department heads will maintain appropriate records regarding specific contracts, contractual agreements, employee overtime, and equipment operating costs.
- B. The Resources Coordinator will review this Annex annually and submit the changes to the Adams County Emergency Manager.

LIST OF ATTACHMENTS

Attachment #	<u>ltem</u>	<u>Page</u>
1	Transportation Resources	L-7
2	Heavy Equipment Resources	L-9
3	Procedures For Volunteer Coordination	I -10

AVAILABLE SCHOOL BUSES/VANS AND CAPACITIES

Number of	Number of
nullibel of	Nullibel Of

Town	Buses/Capacity	Vans-Car/Capacity
Hastings Public Schools	1 @ 20 = 20 1 @ 40 = 40 3 @ 42 = 126 1 @ 48 = 48 1 @ 53 = 53 1 @ 60 = 60 347	4 vans @ 10 = 40
St. Cecilia's Catholic School, Hastings	1 @ 54 = 54 1 @ 72 = 72 1 @ 75 = 75 201	3 Vans @ 10 = 30
Adams Central	1 @ 42 = 42 1 @ 54 = 54 1 @ 66 = 66 162	Car = 5 1 Van @ 9 = 9 1 Van @10 = 10 24
Holstein	1 @ 23 = 23	1 Van @ 10 = 10
Juniata Elementary School	1 @ 48 = 48	
Juniata – Rising Star School		2 Vans @ 10 = 20
Kenesaw	4 @ 53 = 212	2 Vans @ 10 = 20
Roseland – Silver Lake School	2 @ 48 = 96 1 @ 53 = 53 3 @ 59 = 177 326	Car = 6 1 @ 8 = 8 3 @ 10 = 30 44
Educational Service Unit #9		8 @ 10 = 80

ADAMS COUNTY TOTALS

TOTAL BUSES - 27 TOTAL BUS CAPACITIES - 1,379

TOTAL VANS/CARS - 28 TOTAL VAN/CARS CAPACITY - 268

ADAMS COUNTY LEOP ANNEX L
ATTACHMENT 1

MEDICAL TRANSPORTATION RESOURCES FOR EVACUATION OF MEDICAL FACILITIES

Location	# Ambulances or Squads
Rural Metro Ambulance, Hastings Adams County Volunteer Ambulance Roseland Holstein Kenesaw Glenvil Lawrence Blue Hill	6 2 1 1 2 1 2 2
TOTAL	17
Location	#of Vans or Buses
Good Samaritan Village	4 buses
The Kensington	1 mini-bus Handicap Accessible
Adams County Senior Services	1 mini-bus Handicap Accessible1 Van Handicap Accessible2 Van Non Handicap Accessible1 Station Wagon Handicap Accessible
Hastings Public Schools All Radio Equipped	54 passenger capacity bus 47 passenger capacity bus 40 passenger capacity bus 12 passenger capacity bus 6 wheel chairs w/Collins Lift 10 passenger vans
Zion Lutheran School – Hastings	64 passenger capacity bus
St. Cecilia's Catholic School – Hastings	72 passenger capacity bus 65 passenger capacity bus
ADAMS COUNTY TOTALS	
TOTAL BUSES	11
TOTAL VANS	4
OTHER	1
TOTAL CAPACITY	620 L-8

HEAVY EQUIPMENT RESOURCES

<u>COMPANY</u> <u>ADDRESS</u> <u>TYPE OF EQUIPMENT</u>

A CURRENT LISTING IS MAINTAINED AT THE EMERGENCY OPERATIONS CENTER

ADAMS COUNTY LEOP ANNEX L
ATTACHMENT 3

PROCEDURES FOR VOLUNTEER COORDINATION ADAMS COUNTY

- I. The Volunteer Coordinator will coordinate the work requirements from the disaster with the volunteer assets.
 - A. The volunteer Coordinator will work with the Resources Coordinator.
 - B. Dependent upon the situation, the Volunteer Coordinator may need an additional three to five people to carry out the responsibilities of this function.
- II. Procedures and responsibilities of volunteer coordination:
 - A. The Resources Coordinator will receive the requests for assistance in priority order from the EOC.
 - B. Volunteers will register at a location designated by the Resources Coordinator and/or the Volunteer Coordinator. This information will be given to the EOC.
 - C. The Resources Coordinator will work with the Public Information Officer in coordinating public announcements concerning the location where volunteers will register as well as any other necessary information regarding this effort.
 - D. Registration of volunteers should include:
 - 1. A registration sheet (pre-printed, Attachment 3, if possible) with:
 - a. Name,
 - b. Individual or organization represented,
 - c. Equipment assets available,
 - d. Supervisor or name/phone number for notification if there is an emergency.
 - Being assigned work appropriate to capability and possible equipment assets of the volunteer. Volunteers will not be allowed into the restricted area without a specific work group or work assignment.
 - a. Volunteers may be assigned by request to a business or property owner or may be assigned duties as part of an assigned group of individuals under the direct control and supervision of a supervisor familiar with the task to be performed.
 - b. It is suggested that the ratio of supervision be 1 to 5 workers.

- 3. Signing a liability statement before receiving a work assignment (optional).
- 4. Giving the volunteer a pass/identification card to the disaster area. It is recommended these cards be reissued daily.
- E. In registering the volunteers, the Volunteer Coordinator must ensure that volunteers return to the registration desk after completing their work assignment to notify the Coordinator that the work has, in fact, been completed. If volunteers wish to continue working, they will receive a new assignment. In checking out a volunteer, the volunteer should be asked if he/she sustained any injury while in the disaster area.
 - 1. If the volunteer reports an injury, proceed with their filling out of "Worker's Compensation First Injury Report" required for injuries.
 - The injured volunteer must be checked as to extent of injuries. They may be checked by an EMT medical unit (documentation required) or sent to a medical emergency room for treatment. An injured individual should not be allowed to transport himself for treatment.
 - 3. The EOC or EOL must be immediately advised of any injuries.
- F. The Volunteer Coordinator will update the Resources Coordinator frequently on:
 - 1. Personnel and equipment being volunteered,
 - 2. Work being accomplished in the disaster area.
- Note 1 Volunteers who register with Emergency Management are covered by Worker's Compensation by State Law.
- Note 2 Volunteers should NOT be assigned tasks for which they are not qualified, either because of technical expertise, which may be required, or because of physical activity, which they may be unable to do.
- Note 3 Some organizations may take exception to registration with local government due to religious beliefs. In these situations, an Emergency management Administrative Staff member should be requested to handle the situation. EVERY EFFORT WILL BE MADE TO RESPECT INDIVIDUAL RELIGIOUS BELIEFS.

Adams County Emergency Management Agency 1313 N. Hastings Avenue Hastings, Nebraska 68901 402-461-2360

Date		
Month Day Year		
Name: Last First	<u> </u>	Middle
Address:		
City:		
Home Phone:	Work Phone:	
Commercial Drivers License Number: _		Expires:
Employment:		
Skills:		
Organization:		
Address:		Phone:
Equipment that you can operate:		
Emergency contact (Name):		_ Phone:
Special Limitations:		
Work limitations, restrictions, activities th		
ADMINI:	STRATIVE USE ONL	Υ
Supervisor:	Dept:	
Equipment Used: If "Yes" make	Reported	Damage:
Signed:		